

St Mary's Church Nursery, Great Dunmow

Registered charity no: 1120280

The Thirteenth Annual Report of the Trustees

1st September 2019 – 31st August 2020

1 Reference & Administrative Details

Address: St Mary's Rooms, Church Street, Church End, Great Dunmow, Essex CM6 2AD

Trustees: Mr Lea Williams Curate PCC Trustee (from May 2018 to date)
Mrs Belinda Booth PCC Trustee and Chair
Mrs Wendy Bowler PCC Trustee
Mrs Stephanie Buckingham Elected Parent Trustee (from Sept 2019 to date)
Mrs Amy Hawkridge Elected Parent Trustee (from Sept 2019 to 31.8.20)
Mrs Michelle Edwards Secretary from 1.1.2018 to date

Treasurer: Mrs Wendy Townsend from 1997 to 28.2.20
Mr Steven Miles from 1.3.20 to date

Independent Examiner of Accounts: Mr Tim Potter 91 High Street, Great Dunmow CM6 1AF

Nursery Supervisors: Mrs Claire Smith (nee Bishop) - 31 Weaverhead Close, Thaxted CM6 2PW with

Mrs Helen Worthington- 42 Godfrey Way Great Dunmow CM6 2AY

Bank: Barclays Bank PLC, High Street, Great Dunmow, Essex CM6 1 AA

Solicitor: Wade & Davies 28 High Street, Great Dunmow, Essex, CM6 1AH

2 Structure Governance & Management

St Mary's Church Nursery: Charitable Unincorporated Association, est^d 1st September 1997
Charitable Status achieved: 16th October 2006 GD3 model constitution as governing document.

Objectives and Activities

Aim: to provide education for children aged 2-5 years whose parents/guardians live or work within the Uttlesford District Council area & to advance their education in accordance with Christian principles, and to do so with respect for other religious beliefs.

Management: Governing body of 5 Trustees who meet annually.

The management committee meet once per term to discuss Nursery business. The management committee are directly responsible to the Trustees who meet as necessary but at least once per year. The PCC Trustees report to the Annual Parochial church meeting about Nursery activities. The Parent Trustees report to parents at the Nursery Annual General Meeting in November. Ofsted & Pre School Learning Alliance offer safeguarding advice.

3 Financial Review to 31st August 2019

The Nursery is funded from parents who pay for their child's sessions & government funding of Nursery places. Mrs Wendy Townsend was Treasurer to 28.2.20. Mr Steven Miles has been appointed in her stead. Accounts are prepared on a receipts and payments basis & reported to management termly. They will be independently examined by Tim Potter. The Nursery has a cash balance of £92,667 of which £50,000 is held in deposit accounts.

Reserves Policy (from the Financial Policy Document)

The Nursery has increased its reserve to £20,000 (twenty thousand pounds) as a contingency reserve provision in case of sudden closure and or winding up of the setting.

Why Does Nursery need a reserve?

St Mary's Church Nursery holds at least £20,00 in reserve as it is a requirement for winding up, continuation, interim building replacement in case of emergency, representing 2 terms running costs and redundancy payments for all nursery staff should the nursery have to close.

What is level of reserve held? Actual Reserve £20,000

Why hold this level of reserve?

This level of reserve is held to provide the Nursery with, in the long term, a capital deposit for the purchase of the Nursery's own building.

Explain stages to explain maintaining a reserve

The outgoing Nursery Supervisor invested the surplus in the CAF bank account & Barclays Business Tracker Account.

Arrangements for monitoring & reviewing of this policy: Annually by Trustees

4 Funds held as Custodian Trustees

A CAF Bank account was opened in October 2009 as an investment.

5 Activities, Achievements and Performance

Nursery numbers have remained high throughout the year and staffing has remained stable. Our Ofsted inspection in March 2020 was assessed as good and staff worked extremely hard to achieve such a wonderful outcome under the new inspection framework. During the Covid 19 lockdown nursery closed from 20th March to 10th September and 3 of our 5 staff were furloughed. This affected our children's development significantly however all staff and committee have been determined to minimise its impact and reopen as quickly and as safely as possible. Staff training has continued on line however including Supporting early language development, Safeguarding, Children's learning through play, Equality & inclusion, GDPR, Evaluation in EYFS, Prevent & Being a Key Person, Yoga and Paediatric 1st Aid. In lockdown our working staff focussed on long term planning, children's online learning activities via Tapestry, the Job Retention Scheme and our reopening strategy & implementation. Our learning topics have included London, The Hungry Caterpillar, Where My Wellies Take Me, The Gruffalo, All About Me, Dragons, Fireworks & Christmas as well as supporting the Crackajack Charity. Staff also worked on developing a Facebook page. We are grateful to the PCC who have given us sole use of St Mary's Rooms since September and we are pleased that our PPE and temperature checks have ensured all our children & staff have so far stayed Covid free.

6 Public Benefit

The nursery's benefits to public include evidence that primary children gained from us settle quickly and easily into reception classes. Consequently, their work and development there is enhanced. By providing the appropriate early years foundation education, excellent preparation for school is achieved along with the satisfaction of receiving good external assessment from parents, primary schools, St Mary's Church, Ofsted, the Pre School Learning Alliance which are all measurable.

7 Future Plans

- To continue to monitor nursery role & income levels and maintain a positive budget
- To assist with the updating of St Mary's Rooms with St Mary's Church PCC
- To continue to develop capital to purchase land for a nursery building

St Marys Nursery, Dunmow
Accounts for the year ending 31st August 2020

2017/18 Total	2018/19 Total		Actual Autumn Term	Actual Spring Term	Actual Summer Term	2019/20 Total
£	£		£	£	£	£
		Income				
17,356.79	23,195.50	Fees from parents	9,717.40	6,756.00	-	16,473.40
32,247.80	42,455.84	Fees from Essex County Council	12,342.64	6,143.76	26,446.04	44,932.44
-	6,455.40	ECC income 2019/20	-	-	-	-
443.90	166.78	Milk subsidy	-	-	-	-
50.20	90.02	Interest	30.05	10.57	58.24	98.86
184.17	3,934.27	Grants/donations	77.00	221.00	-	298.00
153.26	844.08	Fundraising	505.20	75.00	-	580.20
-	-	GLF Refund	-	-	-	-
-	-	JRS Payment	-	-	6,040.99	6,040.99
1.50	-	Miscellaneous	-	-	-	-
50,437.62	77,141.89	Total Income	22,672.29	13,206.33	32,545.27	68,423.89
		Expenditure				
4,256.00	4,144.00	Premises - rent	1,456.00	1,344.00	-	2,800.00
-	-	Premises - repairs	-	-	-	-
50,162.27	49,212.91	Staffing	17,586.72	13,163.02	21,484.50	52,234.24
-	-	Insurance	-	-	-	-
762.60	773.56	Insurance and PSLA fees	-	782.45	-	782.45
50.00	50.00	Ofsted	50.00	-	-	50.00
193.41	3,035.75	Equipment	309.46	122.63	31.46	463.55
1,423.64	763.65	Admin and Book-keeping	473.66	162.29	100.00	735.95
1,295.83	495.00	Advertising	10.00	20.00	-	30.00
659.00	-	Course fees	21.00	162.00	-	183.00
867.95	1,270.36	Childrens supplies	649.76	355.50	692.15	1,697.41
382.77	516.68	Misc incl. xmas & photos	469.80	-	-	469.80
1,022.45	-	Willow Project	-	-	-	-
-	88.00	Fundraising	15.00	75.00	-	90.00
61,075.92	60,349.91	Total expenditure	21,041.40	16,186.89	22,308.11	59,536.40
77,625.42	66,987.12	Surplus b/f	83,779.10	85,409.99	82,429.43	83,779.10
- 10,638.30	16,791.98	Surplus/deficit	1,630.89	2,980.56	10,237.16	8,887.49
66,987.12	83,779.10	Surplus c/f	85,409.99	82,429.43	92,666.59	92,666.59

St Marys Nursery, Dunmow
Accounts for the year ending 31st August 2020

		Assets				
17,293.30	33,951.48	Current account balance	35,234.17	32,580.52	42,752.76	
		Add income not on statement			-	
- 376.33	331.14	Less unrepresented cheques	-	426.71	370.24	
16,916.97	33,620.34	Revised current account	35,234.17	32,153.81	42,382.52	
- 3.76	39.84	Cash	26.85	116.43	116.43	
		Investments:				
30,073.91	30,118.92	Barclays Reserve account	30,148.97	30,159.54	30,167.64	
20,000.00	20,000.00	CAF bank bond	20,000.00	20,000.00	20,000.00	
66,987.12	83,779.10	Total cash assets	85,409.99	82,429.78	92,666.59	-
				0.35	-	
		Funds and reserves				
	838.00	Grant money still to be expended				
	62,941.10	General Reserve	65,410.00	62,429.78	72,666.59	
	20,000.00	Employment liability reserve	20,000.00	20,000.00	20,000.00	
	83,779.10	Total funds and reserves	85,410.00	82,429.78	92,666.59	

Tim Bate

23/4/20

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash	116	-	-
	Bank	72,550	-	-
	Charities Aid Foudation Bond	20,000	-	-
	Total cash funds	92,667	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

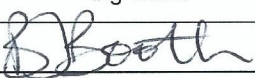
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	B. J. Booth	30.11.20