

St Mary's Church Nursery, Great Dunmow
Registered charity no: 1120280
The Seventeenth Annual Report of the Trustees
1st September 2022 – 31st August 2023

1 Reference & Administrative Details

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

Trustees: Tim Potter PCC Trustee and Chairman from 8/11/21 to date
Rev'd Tom Warmington PCC Trustee (from 1/6/21 to date)
Mrs Wendy Bowler PCC Trustee (1/4/2019 to date)
Mrs Kim Daly Elected Parent Trustee (from Sept 2021 to 31/7/2023)
Mrs Marzena Jeffrey Elected Parent Trustee (from May 2022 to date)

Mrs Michelle Edwards Secretary (from 1/1/2018 to date)

Treasurer: Mr Malcolm Dulwich (from May 2022 to date)

Independent Examiner of Accounts: Mr Mike Best

Nursery Supervisors: Mrs Claire Smith with
Mrs Helen Worthington

Bank: Barclays Bank PLC, (Dunmow branch until closed August 2022)

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

2 Structure Governance & Management

St Mary's Church Nursery: Charitable Unincorporated Association, established 1st September 1997.

Charitable Status achieved: 16th October 2006. GD3 model constitution as governing document (which will need to be updated).

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 and to advance their education in accordance with Christian principles and to do so with respect for other religious beliefs.

Management: Governing body of up to 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 2023

The Nursery is funded from parents who pay for their child's sessions together with government funding of Nursery places. Malcolm Dulwich was appointed Treasurer from May 2022. Accounts are prepared on a receipts and payments basis and reported to the management committee termly. They were independently examined by Mike Best. The Nursery has a cash balance of £102,558 (at 31/8/23) of which £50,386 is held in deposit accounts.

Reserves Policy (from the Financial Policy Document)

The Nursery has a contingency reserve to £20,000 as a provision in case of sudden closure and or winding up of the charity.

Why does the Nursery need this reserve?

St Mary's Church Nursery holds at least £20,000 in reserve as it is a requirement for winding up, continuation, or interim building replacement in case of emergency. It represents 2 terms running costs and redundancy payments for all nursery staff should the nursery have to close.

What is level of other reserves held? Some £70,000 informally designated as below.

Why hold this level of reserve?

This level of reserve is held to provide the Nursery with options to improve the current accommodation after consultation and approval by St. Mary's PCC or for future accommodation either in its own building or to move to another building.

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. This is now with Scottish Widows.

5 Activities, Achievements and Performance

It has been a year of change. We started with only 18 children on roll and were concerned about the financial implications but finished the year with 28 on roll (9 were leaving to go to school but we had 9 on the waiting list). We started with 5 members of staff. Chloe left in October 2022 and Nikki (trainee) joined us and has been a great asset to the team. Grace decided to leave in the summer term and as yet has not been replaced.

We have a great staff team ably led by Helen and Claire and all work tirelessly to provide the very best opportunities for the children to progress.

The Nursery now has an excellent website (www.stmarysnurserydunmow.co.uk) and also uses its Facebook page to publicise its activities.

The Trustees thank Kim Daly for being a Parent Trustee. She stepped down in July 2023. We hope to fill the vacancy at the AGM in November.

The Trustees thank Malcolm Dulwich for being honorary treasurer for just over one year and Mike Best who was appointed as Independent Examiner and gave the Nursery accounts a clean report. From January 2022 the Trustees decided that at least the National Living Wage should be implemented annually with a corresponding percentage increase for the Managers. The Trustees, fully aware of the current cost of living crisis, reviewed and increased wages in January 2023 and will review all wages again in January 2024.

The Trustees are grateful for the fundraising efforts of staff and others which help to provide the best equipment possible for the children.

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 PCC, Ofsted and the Pre-School Learning Alliance which are all measurable.

7 Future Plans

- To continue to monitor the Nursery role, income levels and careful use of resources
- To look to achieve the best possible accommodation for the Nursery.

Tim Potter
Chairman of Trustees
(October 2023)



CHARITY COMMISSION
FOR ENGLAND AND WALES

St Mary's Church Nursery Great Dunmow

1120280

Receipts and payments accounts


CC16a

For the period from	01/09/2022	To	31/08/2023
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Fees from Parents	13,770	-	-	13,770	10,273
Fees from Essex County Council	48,126	-	-	48,126	56,559
Interest	315	-	-	315	305
Grants/Donations	616	-	-	616	-
Fundraising	437	-	-	437	521
Miscellaneous	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	63,264	-	-	63,264	67,658
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	63,264	-	-	63,264	67,658
A3 Payments					
Premises - Rent	4,158	-	-	4,158	4,116
Preises - Costs	-	-	-	-	-
Staffing	55,042	-	-	55,042	54,361
Insurance and PSLA	822	-	-	822	798
Ofsted	50	-	-	50	50
Equipment	1,099	-	-	1,099	661
Admin and Book-keeping	331	-	-	331	260
Course Fees	26	-	-	26	525
Childrens supplies	1,812	-	-	1,812	2,497
Miscellaneous	-	-	-	-	-
Fundraising	-	-	-	-	-
Internet	1,127	-	-	1,127	591
Sub total	64,467	-	-	64,467	63,859
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	64,467	-	-	64,467	63,859
Net of receipts/(payments)	-1,203	-	-	-1,203	3,799
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	103,761	-	-	103,761	99,962
Cash funds this year end	102,558	-	-	102,558	103,761

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	23	-	-
	Current Bank Account	52,148	-	-
	Barclays Reserve Account	30,387	-	-
	CAF Bank Bond	20,000	-	-
	Total cash funds	102,558	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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 asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
			TIM POTTER	6/11/23

**Independent Examiner's Report to the Trustees of St Mary's Nursery,
Great Dunmow, Essex**

I report on the accounts of St Mary's Nursery, Dunmow (Registered Charity No. 1120280) for the year ended 31st August 2023 which are set out on the following page.

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.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act 2011
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act
- 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 next statement.

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 130 of the 2011 Act and section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act and section 44(1)(b) of the 2005 Act and Regulation 9 of the 2006 Regulations have not been met or

(2) which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Michael C Best
19, Lower Millfield, Dunmow CM6 1EN
October 11, 2023