

St Mary's Church Nursery, Great Dunmow
Registered charity no: 1120280
The Eighteenth Annual Report of the Trustees
1st September 2023 – 31st August 2024

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
Revd Tom Warmington PCC Trustee (from 1/6/21 to date)
Mrs Wendy Bowler PCC Trustee (1/4/2019 to date)
Mrs Marzena Jeffrey Elected Parent Trustee (from May 2022 to date)
Mrs Denise Kerwin Elected Parent Trustee (from 6/11/23 to 13/5/24)
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 2024

The Nursery is funded from parents who pay for their child's sessions together with government funding of Nursery places. Malcolm Dulwich continues as Treasurer (appointed 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 £110,560 (at 31/8/24) of which £50,721 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 is informally designated 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

This has been a busy year for the Nursery. Numbers have been very good with most sessions full. There have been no safeguarding concerns within the Nursery. However, there are a number of children who have needed extra support. There was one non-verbal child, one who is on a one plan (showing signs of autism) and a number whose speech is not where it should be for their age and stage of development. These add to the workload of the staff.

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. Nikki Hamilton completed her training for Level 3 in the summer of 2024 and is now a full member of the staff. The Nursery is still seeking a suitably qualified fifth member of staff.

New furniture and resources have been purchased and the Trustees thank the Managers for their hard work sourcing these items which have greatly improved the learning experience for the children.

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

The Trustees thank Denise Kerwin for being elected as a Parent Trustee representative from November 2023 and regret that due to family circumstances she had to step down in May 2024. We hope to fill the vacancy at the AGM in November 2024.

The Trustees thank Malcolm Dulwich for being honorary treasurer 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 2024 and will review all wages again in January 2025.

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

The Trustees value the support of the church PCC and are grateful for the redecoration of the Church Room's Hall during the summer holidays and for the new stackable chairs.

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
(as at 31 August 2024)



CHARITY COMMISSION
FOR ENGLAND AND WALES

St Mary's Church Nursery Great Dunmow

1120280

Receipts and payments accounts

CC16a

For the period from	01/09/2023	To	31/08/2024
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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	11,950	-	-	11,950	13,770
Fees from Essex County Council	74,563	-	-	74,563	48,126
Interest	638	-	-	638	315
Consumable contributions	1,329	-	-	1,329	616
Grants	500	-	-	500	-
Fundraising	305	-	-	305	437
Miscellaneous	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	89,285	-	-	89,285	63,264
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	89,285	-	-	89,285	63,264
A3 Payments					
Premises - Rent	4,464	-	-	4,464	4,158
Repairs	4,411	-	-	4,411	-
Staffing	56,938	-	-	56,938	55,042
Insurance and PSLA	861	-	-	861	822
Ofsted	50	-	-	50	50
Equipment	10,739	-	-	10,739	1,099
Admin	107	-	-	107	331
Course Fees	-	-	-	-	26
Childrens supplies	2,644	-	-	2,644	1,812
Website	432	-	-	432	-
EE Internet	637	-	-	637	1,127
Sub total	81,283	-	-	81,283	64,467
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	81,283	-	-	81,283	64,467
Net of receipts/(payments)	8,002	-	-	8,002	-1,203
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	102,558	-	-	102,558	103,761
Cash funds this year end	110,560	-	-	110,560	102,558

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	-	-	-
	Current Bank Account	59,839	-	-
	Barclays Reserve Account	30,721		
	CAF Bank Bond	20,000	-	-
	Total cash funds	110,560	-	-
	(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	

**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 2024 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 23, 2024