

# WILLOW NURSERY AND PRE-SCHOOL LIMITED

England & Wales · Charity number 1121726

## Details

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**Status** Registered

**Legal form** Charitable company

**Company number** [05941901](#)

**Registered** 2007-11-29

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Willow Nursery & Pre-School  
Charlton Road  
Shepton Mallet  
BA4 5PG

**Phone** 01749347006

**Email** [willowshepton@gmail.com](mailto:willowshepton@gmail.com)

**Website** [www.willownurseryandpre-school.ik.org](http://www.willownurseryandpre-school.ik.org)

## Activities

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**Objects:** TO ENHANCE THE DEVELOPMENT AND EDUCATION OF CHILDREN PRIMARILY UNDER STATUTORY SCHOOL AGE BY PROVIDING AND/OR ASSISTING IN THE PROVISION OF CHILDCARE AND EDUCATIONAL SERVICES FOR THE BENEFIT OF THE COMMUNITY, IN PARTICULAR (WITHOUT LIMITATION) CHILDREN OF 0-5 YEARS SERVICES IN THE AREA OF SHEPTON MALLET.

**Activities:** We provide full day care for children aged 3 months to 4 years 11 months

## Classification

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- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Advocacy/advice/information
- **What:** Education/training
- **Who:** Children/young People, The General Public/mankind

## Geography

- **Area of benefit:** SHEPTON MALLET
- Somerset

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-09-30	£387,392	£309,058	-	-
2023-09-30	£241,558	£263,732	-	-
2022-09-30	£263,125	£171,259	-	-
2021-09-30	£210,978	£220,011	-	-
2020-09-30	£176,300	£192,326	-	-

## Trustees

Name	Role	Appointed
Dr Laura Palmer		2023-10-07
Emma Cross		2018-02-05
Emma Dukes		2019-10-14
Harriet Crees		2023-10-07
JEMMA PYKE		2013-06-26
Sian Creagh		2025-10-18

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**

England & Wales - Charity number 1121726

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# Accounts

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**WILLOW NURSERY AND PRE-SCHOOL LIMITED**  
**FINANCIAL STATEMENTS**  
**YEAR ENDED 30 SEPTEMBER 2024**

Company Registration Number 5941901  
Charity Number 1121726

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**FINANCIAL STATEMENTS**

**YEAR ENDED 30 SEPTEMBER 2024**

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<b>CONTENTS</b>	<b>PAGES</b>
Trustees Annual Report	3 - 8
Independent examiner's report to the members	9 – 10
Statement of financial activities (incorporating the Income and Expenditure account)	11
Balance Sheet	12 - 13
Notes to the financial statements	14 - 20
<b>The following pages do not form part of the financial statements</b>	
Detailed statement of financial activities	22

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT**

**YEAR ENDED 30 SEPTEMBER 2024**

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The Trustees have pleasure in presenting their report and the unaudited financial statements of the charitable company for the year ended 30 September 2024.

**REFERENCE AND ADMINISTRATIVE DETAILS**

<b>Registered Charity Name</b>	Willow Nursery and Pre-School Limited
<b>Charity Registration Number</b>	1121726
<b>Company Registration Number</b>	5941901
<b>Registered Office</b>	Charlton Road Shepton Mallet Somerset BA4 5PG

**THE TRUSTEES**

The Trustees who served the charitable company during the period were as follows:

E Rogers (Chairman)	Re-appointed 23 October 2024
J A Pyke (Treasurer)	Re-appointed 23 October 2024
E Dukes	Re-appointed 23 October 2024
L Palmer	Appointed 23 October 2024
Harry Cree	Appointed 23 October 2024

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT *continued***

**YEAR ENDED 30 SEPTEMBER 2024**

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**STRUCTURE, GOVERNANCE AND MANAGEMENT**

The Company was incorporated on 20 September 2006 and commenced trading on 1 May 2007. It was registered as a charity, number 1121726, on 27 November 2007.

Willow's charitable objects are:

To enhance the development and education of children primarily under statutory school age by providing and/or assisting in the provision of childcare and educational services for the benefit of the community, in particular (without limitation) children of 0-5 years services in the area of Shepton Mallet.

It is the responsibility of the Trustees to ensure that Willow Nursery and Pre-School Limited complies with its aims and is managed correctly.

All Parents and Carers are invited prior to our AGM to stand for election to the Trustees. Places on the Board are also open to members of the wider community, if they wish to stand. We aim to encourage membership of the Board that is representative both of Parents and Carers, and the wider community, where this is of benefit to Willow Nursery and Pre-School Limited. (For Example, to provide access to professional expertise that is not available via the current Board, or to provide access to professional expertise that is not available via the current Board, or to provide linkages to other settings or businesses that could improve ways of working.)

Willow Nursery and Pre-School Limited is registered with Ofsted and receives funding from the Government for eligible 2, 3 & 4 year olds to attend part-time sessions. The County Council pay the charitable company directly, up to the maximum number of hours allocated to each funding period. We also work closely with Children's Social Care and when possible keep one space free in each building to provide emergency childcare if requested.

**Risk Assessment**

The Trustees regularly review all types of risk and make contingencies for systematic risk. Operating risks that can be measured are controlled and monitored. In addition, the Trustees regularly review the risks to which children and staff within Willow Nursery and Pre-School Limited is exposed, to ensure that the systems are in place to mitigate exposure to those risks.

All members of Staff, Trustees, Students and Volunteers all have an enhanced DBS disclosure, we have accident and incident forms for children, staff and any adult on the premises, medication authorisation forms are filled in by parents prior to any medications being administered.

All parents sign a contract prior to their child starting which lists any medical/health problems, allergies/sensitivities, any regular medication, food intolerances/sensitivities or foods forbidden by religion of culture or special needs.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT *continued***

**YEAR ENDED 30 SEPTEMBER 2024**

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There are also sections for permission to take photographs (for use within the Nursery and our Website and local/national papers), walks within the local community, for staff to apply creams (i.e. sun cream and sudacrem) and for staff to change the child's clothing.

The Parents also sign to authorise staff to seek medical treatment in their absence.

We have an incoming information book, in which parents inform us of any accidents etc. That the child may have had at home.

The Trustees are consulted on any expenditure, or any repairs to the building, that are not part of the day to day expenses needed to run the group. Signatories for the bank account are the Chair & Treasurer both signatures are required to authorise cheques.

**OBJECTIVES AND ACTIVITIES**

The charitable objects of Willow Nursery and Pre-School Limited are to enhance the development and education of Children primarily under statutory school age by providing and/or assisting in the provision of childcare and educational services for the benefit of the community, in particular (without limitation) children aged between 0-5 years in the area of Shepton Mallet.

Our first objective is to provide a safe, stimulating environment for children attending Willow Nursery and Pre-School to grow and thrive.

We employ qualified staff to meet the Early Years Foundation Stage educational requirements, and we encourage all staff to identify training opportunities that ensure continuous professional development. The Trustees assesses training requests regularly and approves almost all requests for training.

Willow Nursery and Pre-School Limited also offer work placements for appropriate students working towards a Childcare qualification. We currently have one work placement student.

Our second objective is to provide affordable, high quality childcare. All staff with key children hold or are working towards early years' foundation stage.

Costs and suppliers are reviewed to identify savings, and savings are either re-invested to maintain and improve the quality of learning and play equipment, saved for our building fund or used to off-set fee increases.

**Public Benefit**

In shaping our objectives for the year and planning our activities the Trustees have considered the Charity Commission's guidance on public benefit.

We reserve a space for emergency placements. These places are usually subsidised by the County Council. We review our fees annually and only increase them if necessary.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**  
**COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT *continued***

**YEAR ENDED 30 SEPTEMBER 2024**

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**ACHIEVEMENTS AND PERFORMANCE**

We have maintained working conditions for staff through:

- Managing flexible returns to work for all staff on maternity leave.
- Considering frequent requests to change contracted hours
- Team Building days out

This year we raised a total of £2,849 (2023 £3,282).

We continue to hold strong governance and Trustees – staff relations following the AGM in October 2024, by:

- The election of a strong Board
- Holding joint events for staff and Board members
- Encouraging staff attendance at committee meetings
- Increasing the involvement and visibility of Board members day-to-day

**FINANCIAL REVIEW**

The charitable company has seen an increase in resources to £387,392, from £241,558. This is largely from a donation of £100,000, which is a restricted fund towards the new build costs. Even without this our fees have increased by £45,513. We still maintain to be the busiest Nursery in Shepton Mallet and have waiting lists or are full on most days for the 2025 Academic year. Changes in funding mean the majority of our fees are now from government funding which is having a huge impact on our ability to control incoming resources.

Resources expended have risen to £309,058 from £263,732 (2023). This is evident from the increase of £44,962 in staff costs for the year. We have incurred additional costs with the planning and professional fees regarding the new site. Legal fees include £9,422 of costs for the new site. Despite the costs of the new build, overheads continue to rise.

We need to support this as we have little control over future resources, peoples attitudes to small fundraisers have changed, so in April 2025, we employed a fundraising officer, whose primary role is to seek funding and donations to support overhead costs and to help secure funding for the new build.

Ms Dukes and Mrs Pykes have prepared an extensive 2025 budget where we have an achievable plan to increase numbers of children to allow for increased wages and utilities in the coming years.

**POLICY ON RESERVES**

The charitable company aims to maintain free reserves that are available for its general purposes, i.e. those funds that are not restricted, designated or otherwise committed, at a level that is reasonably likely to facilitate sustainability of its activities over the ensuing 12 months.

In May 2019 Willow purchased a large plot and building to move into once we have approved planning and developed the site will be used for the nursery and pre-school. This purchase has resulted in the large surplus of reserves being used as the deposit for the purchase. In August 2023 we sold the house and cleared the mortgage, but retained the land to build a purpose built modular property. We are now in connection with our Landlords, to try and secure a long term lease to explore replacing the buildings on our current site. Correspondence executed in May 24 seemed positive but is now being held up with solicitors and the department for education.

## **WILLOW NURSERY AND PRE-SCHOOL LIMITED**

### **COMPANY LIMITED BY GUARANTEE**

#### **TRUSTEES ANNUAL REPORT *continued***

#### **YEAR ENDED 30 SEPTEMBER 2024**

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##### **PLANS FOR FUTURE PERIODS**

The Trustees, elected in October 2024, are in the process of setting a clear future direction for Willow Nursery and Pre-School Limited, that will ensure that the charitable company is, and continues to be, a going concern, and that it is well run and delivering its charitable outcomes, as stipulated by the Charities Commission.

The Trustees have been made very aware that the need for early years child care around Shepton Mallet is great. County Council will not allow Willow to close as there is such a demand for early years childcare. Despite also removing the majority of the section 106 monies that were promised to us to help support our new build.

##### **RESPONSIBILITIES OF THE TRUSTEES**

The Trustees (who are also the Directors of Willow Nursery and Pre-School Limited for the purposes of company law) are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and regulations.

Company law requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and the income and expenditure of the charitable company for that period.

In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities SORP and FRS 102
- Make judgements and accounting estimates that are reasonable and prudent
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**

**COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT *continued***

**YEAR ENDED 30 SEPTEMBER 2024**

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**INDEPENDENT EXAMINER**

Mr R Pyke of R & J Business Solutions Ltd has been appointed as independent examiner for the ensuing year.

**SMALL COMPANY PROVISIONS**

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

Registered Office:

Charlton Road  
Shepton Mallet  
Somerset  
BA4 5PG

**Signed on behalf of Trustees:**

*E Rogers*

*J A Pyke*

**E Rogers**

**J Pyke**

**Chairman**

**Treasurer**

Date: 09/06/2025

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**

**COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF WILLOW NURSERY AND PRE-SCHOOL LIMITED**

**YEAR ENDED 30 SEPTEMBER 2024**

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I report on the accounts of the charitable company for the year ended 30 September 2024 set out on pages 11 to 18.

**RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND INDEPENDENT EXAMINER**

The charitable company's Trustees (who are also the directors of Willow Nursery and Pre-School Limited for the purposes of company law) are responsible for the preparation of the accounts. The charitable company'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.

Having satisfied myself that the charitable company is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- 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 STATEMENT**

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 charitable company 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 section 130 of the charities act 2011; 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

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF WILLOW NURSERY AND PRE-SCHOOL  
LIMITED *continued***

**YEAR ENDED 30 SEPTEMBER 2024**

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



Mr Robert Pyke AFA MIPA  
R & J Business Solutions  
North Street  
Langport  
TA10 9RL

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE  
ACCOUNT)**

**YEAR ENDED 30 SEPTEMBER 2024**

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
<b>INCOMING RESOURCES</b>					
Incoming resources from charitable activities	2	284,580	100,000	384,580	239,500
Investment income		2,812	-	2,812	2,058
<b>TOTAL INCOMING RESOURCES</b>		<b><u>287,392</u></b>	<b><u>100,000</u></b>	<b><u>387,392</u></b>	<b><u>241,558</u></b>
<b>RESOURCES EXPENDED</b>					
Charitable activities	3/4	(299,926)		(299,926)	(253,249)
Governance costs	5	(9,132)		(9,132)	(10,483)
<b>TOTAL RESOURCES EXPENDED</b>		<b><u>(309,058)</u></b>	<b>-</b>	<b><u>(309,058)</u></b>	<b><u>(263,732)</u></b>
<b>NET (OUTGOING) RESOURCES FOR THE YEAR/NET (EXPENDITURE) FOR THE YEAR</b>					
		(21,666)	100,000	78,334	(22,174)
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		<u>171,013</u>	-	<u>171,013</u>	<u>193,187</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b>10</b>	<b><u>149,347</u></b>	<b><u>100,000</u></b>	<b><u>249,347</u></b>	<b><u>171,013</u></b>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 15 to 20 form part of these financial statements.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**BALANCE SHEET**

**YEAR ENDED 30 SEPTEMBER 2024**

		2024 £	2023 £
<b>FIXED ASSETS</b>			
Tangible assets	7	59,886	58,844
<b>CURRENT ASSETS</b>			
Debtors	8	18,073	17,758
Cash at bank and in hand		<u>283,389</u>	<u>197,911</u>
		<u>301,462</u>	<u>215,669</u>
<b>CREDITORS: Amounts falling due within one year</b>	9	<b>(77,064)</b>	<b>(62,898)</b>
<b>NET CURRENT ASSETS</b>		<b>224,398</b>	<b>152,771</b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<b><u>284,284</u></b>	<b><u>211,615</u></b>
<b>LONG TERM LIABILITIES</b>		<b><u>34,937</u></b>	<b><u>40,602</u></b>
<b>NET ASSETS</b>		<b><u>249,347</u></b>	<b><u>171,013</u></b>
<b>FUNDS</b>			
Unrestricted income funds	11	<u>249,347</u>	<u>171,013</u>
<b>TOTAL FUNDS</b>			

The notes on pages 15 to 20 form part of these financial statements.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**

**COMPANY LIMITED BY GUARANTEE**

**BALANCE SHEET *continued***

**YEAR ENDED 30 SEPTEMBER 2024**

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The Trustees are satisfied that the charitable company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

The Trustees acknowledge their responsibilities for:

- i. ensuring that the charitable company keeps adequate accounting records which comply with section 386 of the Act, and
- ii. preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

These financial statements were approved by the members of the committee on the 07/02/2025 and are signed on their behalf by:

*E Rogers*

*J A Pyke*

**E Rogers (Chairman)**

**J A PYKE (TREASURER)**

Company Registration Number: 5941901

**The notes on pages 15 to 20 form part of these financial statements.**

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 30 SEPTEMBER 2024**

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**1. ACCOUNTING POLICIES**

**Basis of Accounting**

The financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards, the Statement of Recommended Practice "Accounting and Reporting by Charities" in accordance with the financial reporting standard applicable in the UK (FRS 102) issued on 16 July 2014 and the Companies Act 2006, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

**Incoming Resources**

Grant income is recognised in the period specified by the donor. Grants awarded for the performance of a charitable service or the production of charitable goods are recognised as incoming resources from charitable activities. Other grants received are recognised as voluntary income.

**Fund Accounting**

Unrestricted funds can be used in accordance with the charitable objects at the discretion of the Trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charitable company. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes, expenditure that meets these criteria is charged to the fund.

**Resources Expended**

Resources expended are recognised in the period they are incurred and include any attributable VAT which cannot be recovered.

Costs which are directly attributable to meeting charitable objects are classified as provision of charitable services. These costs are directly allocated to activities.

Costs which are indirectly attributable to meeting charitable objectives are classified as support costs. Such support costs are allocated to activities based on an approximation of support staff time.

Costs associated with the general running of the charitable company which are not attributable to meeting charitable objects are classified as governance costs.

**Fixed Assets**

All fixed assets are initially recorded at cost.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS *continued***

**YEAR ENDED 30 SEPTEMBER 2024**

**1. ACCOUNTING POLICIES *continued***

**Depreciation**

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Property Improvements	- 5% straight line
Equipment	- 25% straight line
Fixtures & Fittings	- 20% straight line
Computer Equipment	- 1/3 straight line

**2. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Fees & SCC Grants	281,731	100,000	381,731	263,218
Other grants, sponsorship and sundry income	<u>2,849</u>	<u>0</u>	<u>2,849</u>	<u>3,282</u>
	<u>284,580</u>	<u>100,000</u>	<u>384,580</u>	<u>239,500</u>

**3. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Nursery and Pre-School Services	<u>299,926</u>	0	<u>299,926</u>	<u>253,249</u>

**4. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE**

	Nursery and Pre-School Costs £	Total Funds 2024 £	Total Funds 2023 £
Nursery and Pre-School Services	<u>299,926</u>	<u>299,926</u>	<u>253,249</u>

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**  
**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS *continued***

**YEAR ENDED 30 SEPTEMBER 2024**

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**5. NET INCOMING RESOURCES FOR THE YEAR**

This is stated after charging:

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Depreciation	<u>2,093</u>	<u>1,290</u>
Independent Examiners fee	<u>660</u>	<u>660</u>
Governance Costs	<u>9,132</u>	<u>10,483</u>

**6. STAFF COSTS AND EMOLUMENTS PARTICULARS OF EMPLOYEES**

**Total staff costs were as follows:**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Wages & Salaries	<b>233,495</b>	<b>188,533</b>
Social Security Costs	<b>8,921</b>	<b>5,464</b>
Pension	<u><b>6,051</b></u>	<u><b>2,339</b></u>
	<u><b>248,467</b></u>	<u><b>196,336</b></u>

**Particulars of employees:**

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

	<b>2024</b>	<b>2023</b>
	<b>No</b>	<b>No</b>
Number of direct staff	<u><b>19</b></u>	<u><b>19</b></u>

No employee received remuneration of more than £60,000 during the year (2022 - Nil).

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**  
**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS *continued***

**YEAR ENDED 30 SEPTEMBER 2024**

**7. TANGIBLE FIXED ASSETS**

	Freehold Property £	Property Improvements £	Equipment £
<b>COST</b>			
At 1 October 2023	50,000	5,580	7,302
Additions			
Disposals			
<b>At 30 September 2024</b>	<b>50,000</b>	<b>5,580</b>	<b>7,302</b>
	Freehold Property £	Property Improvements £	Equipment £
<b>DEPRECIATION</b>			
At 1 October 2023	-	1,186	6,608
Charges for the year	-	279	231
<b>At 30 September 2024</b>	<b>-</b>	<b>1,465</b>	<b>6,839</b>
<b>NET BOOK VALUE</b>			
<b>At 30 September 2024</b>	<b>50,000</b>	<b>4,115</b>	<b>463</b>
At 30 September 2023	50,000	4,394	694

**TANGIBLE FIXED ASSETS *Cont***

	Fixtures & Fittings £	Computer Equipment £	Total £
<b>COST</b>			
At 1 October 2023	27,385	1,389	91,656
Additions	2,900	235	3,135
Disposals			-
<b>At 30 September 2024</b>	<b>30,285</b>	<b>1,624</b>	<b>94,791</b>
	Fixtures & Fittings £	Computer Equipment £	Total £
<b>DEPRECIATION</b>			
At 1 October 2023	24,005	1,013	32,812
Charges for the year	1,411	172	2093
<b>At 30 September 2024</b>	<b>25,416</b>	<b>1,185</b>	<b>34,905</b>
<b>NET BOOK VALUE</b>			
<b>At 30 September 2024</b>	<b>4,869</b>	<b>439</b>	<b>59,886</b>
At 30 September 2023	3,380	376	58,844

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**  
**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS *continued***

**YEAR ENDED 30 SEPTEMBER 2024**

**8. DEBTORS**

	2024	2023
	£	£
Trade debtors	2,478	2,192
Prepayments	635	606
PAYE and social security	14,960	14,960
Sundry debtors	-	2,532
	<u>18,073</u>	<u>17,759</u>

**9. CREDITORS: Amounts falling due within one year**

	2024	2023
	£	£
Trade creditors	267	-
PAYE	-	1,284
Pension	-	502
Wages control account	-	-
Accruals and deferred income	<u>76,797</u>	<u>61,112</u>
	<u>77,064</u>	<u>62,898</u>

**10. INCOME FUNDS**

	Balance at 1 Oct 2023	Incoming Resources	Outgoing Resources	Balance at 30 Sept 2024
	£	£	£	£
General Funds	171,013	287,392	(309,058)	149,347
Restricted Funds	0	100,000	0	100,000
Total	<u>171,013</u>	<u>387,392</u>	<u>(309,058)</u>	<u>249,347</u>

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS *continued***

**YEAR ENDED 30 SEPTEMBER 2024**

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**11. ANALYSIS OF FUNDS**

	<b>Tangible Fixed Assets £</b>	<b>Net Current Assets £</b>	<b>Long Term Liabilities £</b>	<b>Total £</b>
<b>Unrestricted Income Funds</b>	<b>59,886</b>	<b>124,398</b>	<b>(34,937)</b>	<b>149,347</b>
<b>Restricted Income Funds</b>		<b>100,000</b>		<b>100,000</b>
<b>Total Funds</b>	<b><u>59,886</u></b>	<b><u>224,398</u></b>	<b><u>(34,937)</u></b>	<b><u>249,347</u></b>

**12. RELATED PARTY TRANSACTIONS**

The charitable company was under the control of the Trustees throughout the current year.

It was agreed by the board on 23 October 2024 to continue to use annual accounts, bookkeeping and payroll services from R & J Business Solutions. Mrs. J Pyke (Treasurer) is a Director of this Company. During the period under review R & J Business Solutions received £9,792 (including VAT) for their services. (2023: £11,143 including VAT). R&J Business Solutions are heavily involved in Willow's day to day running and prepared all information and forecasts regarding reports to apply for funding of the new site.

Mrs E Cross, was paid to help as relief which is separate from her duties as chairperson. During the year she received £11,826 (2023, £6,324) for her help and her Husband Mr W Cross received £140 (2023 £350) for repairs to the site.

**COMPANY LIMITED BY GUARANTEE**

The company is limited by guarantee not having a share capital. The members who are also the Directors and Trustees undertake to contribute to the assets of the company in the event of it being wound up either whilst a member or within one year of their membership ceasing. The maximum contribution required from each member is £1.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**MANAGEMENT INFORMATION**

**YEAR ENDED 30 SEPTEMBER 2024**

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**The following page does not form part of the statutory financial statements which are the subject of the independent examiner's report on pages 9 to 10.**

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**  
**COMPANY LIMITED BY GUARANTEE**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**

**YEAR ENDED 30 SEPTEMBER 2024**

	2024	2023
	£	£
<b>INCOMING RESOURCES FROM CHARITABLE ACTIVITIES</b>		
Fees & SCC Grants	281,731	236,218
Investment income	2,812	2,058
Other Grants, sponsorship and sundry income	2,849	3,282
Donations	100,000	
<b>TOTAL INCOMING RESOURCES</b>	<b><u>387,392</u></b>	<b><u>241,558</u></b>
	2024	2023
	£	£
<b>RESOURCES EXPENDED ON CHARITABLE ACTIVITIES</b>		
<b>Nursery and Pre-School Services</b>		
Purchases and Activities	3,113	2,475
Rent	5,500	5,500
Wages and Salaries	233,495	188,533
Employer's NIC	8,921	5,464
Pension	6,051	2,339
Uniform	369	751
Children's snacks	8,115	7,326
Rates and Water	626	(2)
Light and Heat	5,894	3,676
Repairs and Maintenance	1,657	5,462
Insurance	1,241	2,582
Accountancy, Audit and Bookkeeping	9,792	11,143
Legal and Professional Fees	9,422	14,819
Telephone	877	831
Office Expenses	1,543	2,071
Depreciation	2,093	1,290
Printing, Stationery and Postage	173	563
Staff Training	357	642
Laundry and Cleaning	5,943	6,435
Entertaining	60	-
Subscriptions	1,362	519
Bank Charges	(68)	123
Mortgage interest	-	-
Loan interest	953	1,090
Bad Debts	1,546	-
Profit on Disposal	-	-
Donation	22	100
<b>TOTAL RESOURCES EXPENDED</b>	<b><u>309,058</u></b>	<b><u>263,732</u></b>
<b>NET OUTGOING RESOURCES FOR THE YEAR</b>	<b><u>78,334</u></b>	<b><u>(22,174)</u></b>

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**WILLOW NURSERY AND PRE-SCHOOL LIMITED**

England & Wales - Charity number 1121726

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# Accounts

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**WILLOW NURSERY AND PRE-SCHOOL LIMITED**  
**FINANCIAL STATEMENTS**  
**YEAR ENDED 30 SEPTEMBER 2023**

Company Registration Number 5941901  
Charity Number 1121726

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**FINANCIAL STATEMENTS**

**YEAR ENDED 30 SEPTEMBER 2023**

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<b>CONTENTS</b>	<b>PAGES</b>
Trustees Annual Report	3 - 8
Independent examiner's report to the members	9 – 10
Statement of financial activities (incorporating the Income and Expenditure account)	11
Balance Sheet	12 - 13
Notes to the financial statements	14 - 19
<b>The following pages do not form part of the financial statements</b>	
Detailed statement of financial activities	21

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT**

**YEAR ENDED 30 SEPTEMBER 2023**

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The Trustees have pleasure in presenting their report and the unaudited financial statements of the charitable company for the year ended 30 September 2023.

**REFERENCE AND ADMINISTRATIVE DETAILS**

<b>Registered Charity Name</b>	Willow Nursery and Pre-School Limited
<b>Charity Registration Number</b>	1121726
<b>Company Registration Number</b>	5941901
<b>Registered Office</b>	Charlton Road Shepton Mallet Somerset BA4 5PG

**THE TRUSTEES**

The Trustees who served the charitable company during the period were as follows:

E Rogers (Chairman)	Re-appointed 7 October 2023
J A Pyke (Treasurer)	Re-appointed 7 October 2023
L Tyne (Secretary)	Resigned 7 October 2023
E Dukes	Re-appointed 7 October 2023
L Palmer	Appointed 7 October 2023
Harry Crees	Appointed 7 October 2023

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT *continued***

**YEAR ENDED 30 SEPTEMBER 2023**

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**STRUCTURE, GOVERNANCE AND MANAGEMENT**

The Company was incorporated on 20 September 2006 and commenced trading on 1 May 2007. It was registered as a charity, number 1121726, on 27 November 2007.

Willow's charitable objects are:

To enhance the development and education of children primarily under statutory school age by providing and/or assisting in the provision of childcare and educational services for the benefit of the community, in particular (without limitation) children of 0-5 years services in the area of Shepton Mallet.

It is the responsibility of the Trustees to ensure that Willow Nursery and Pre-School Limited complies with its aims and is managed correctly.

All Parents and Carers are invited prior to our AGM to stand for election to the Trustees. Places on the Board are also open to members of the wider community, if they wish to stand. We aim to encourage membership of the Board that is representative both of Parents and Carers, and the wider community, where this is of benefit to Willow Nursery and Pre-School Limited. (For Example, to provide access to professional expertise that is not available via the current Board, or to provide access to professional expertise that is not available via the current Board, or to provide linkages to other settings or businesses that could improve ways of working.)

Willow Nursery and Pre-School Limited is registered with Ofsted and receives funding from the Government for eligible 2, 3 & 4 year olds to attend part-time sessions. The County Council pay the charitable company directly, up to the maximum number of hours allocated to each funding period. We also work closely with Children's Social Care and when possible keep one space free in each building to provide emergency childcare if requested.

**Risk Assessment**

The Trustees regularly review all types of risk and make contingencies for systematic risk. Operating risks that can be measured are controlled and monitored. In addition, the Trustees regularly review the risks to which children and staff within Willow Nursery and Pre-School Limited is exposed, to ensure that the systems are in place to mitigate exposure to those risks.

All members of Staff, Trustees, Students and Volunteers all have an enhanced DBS disclosure, we have accident and incident forms for children, staff and any adult on the premises, medication authorisation forms are filled in by parents prior to any medications being administered.

All parents sign a contract prior to their child starting which lists any medical/health problems, allergies/sensitivities, any regular medication, food intolerances/sensitivities or foods forbidden by religion of culture or special needs.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT *continued***

**YEAR ENDED 30 SEPTEMBER 2023**

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There are also sections for permission to take photographs (for use within the Nursery and our Website and local/national papers), walks within the local community, for staff to apply creams (i.e. sun cream and sudacrem) and for staff to change the child's clothing.

The Parents also sign to authorise staff to seek medical treatment in their absence.

We have an incoming information book, in which parents inform us of any accidents etc. That the child may have had at home.

The Trustees are consulted on any expenditure, or any repairs to the building, that are not part of the day to day expenses needed to run the group. Signatories for the bank account are the Chair & Treasurer both signatures are required to authorise cheques.

**OBJECTIVES AND ACTIVITIES**

The charitable objects of Willow Nursery and Pre-School Limited are to enhance the development and education of Children primarily under statutory school age by providing and/or assisting in the provision of childcare and educational services for the benefit of the community, in particular (without limitation) children aged between 0-5 years in the area of Shepton Mallet.

Our first objective is to provide a safe, stimulating environment for children attending Willow Nursery and Pre-School to grow and thrive.

We employ qualified staff to meet the Early Years Foundation Stage educational requirements, and we encourage all staff to identify training opportunities that ensure continuous professional development. The Trustees assesses training requests regularly and approves almost all requests for training.

Willow Nursery and Pre-School Limited also offer work placements for appropriate students working towards a Childcare qualification. We currently have one work placement student who started in September 2017.

Our second objective is to provide affordable, high quality childcare. All staff with key children hold or are working towards early years' foundation stage.

Costs and suppliers are reviewed to identify savings, and savings are either re-invested to maintain and improve the quality of learning and play equipment, saved for our building fund or used to off-set fee increases.

**Public Benefit**

In shaping our objectives for the year and planning our activities the Trustees have considered the Charity Commission's guidance on public benefit.

We reserve a space for emergency placements. These places are usually subsidised by the County Council.

We review our fees annually and only increase them if necessary.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT *continued***

**YEAR ENDED 30 SEPTEMBER 2023**

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**ACHIEVEMENTS AND PERFORMANCE**

We have maintained working conditions for staff through:

- Managing flexible returns to work for all staff on maternity leave.
- Considering frequent requests to change contracted hours
- Team Building days out

This year we raised a total of £3,282 (2022 £4,800).

We continue to hold strong governance and Trustees – staff relations following the AGM in October 2023, by:

- The election of a strong Board
- Holding joint events for staff and Board members
- Encouraging staff attendance at committee meetings
- Increasing the involvement and visibility of Board members day-to-day

**FINANCIAL REVIEW**

The charitable company has seen an increase in decrease in resources to £241,558, from £263,195. We still maintain to be the busiest Nursery in Shepton Mallet and have waiting lists or are full on most days for the 2024 Academic year. 50% of our income is privately sourced and not funded. During the year we lost a few staff which meant ratios in capacity fell and it took longer to find replacements before we could increase children numbers.

Resources expended have risen to £263,732 from £171,259 (2022). This is evident from the £17,280 in staff costs for the year. We have incurred additional costs with the planning and professional fees regarding the new site. However the ability to reduce running costs is diluted by these increases. Legal fees include £10,254.40 of costs for the new site, so our true loss is £11,922, which shows then the saving in overheads of £5,368 compared to the increase in wages alone.

Ms Dukes and Mrs Pykes have prepared an extensive 2024 budget where we have an achievable plan to increase numbers of children to allow for increased wages and utilities in the coming years.

Mrs Palmer has been appointed to concentrate on raising funds for the new build.

**POLICY ON RESERVES**

The charitable company aims to maintain free reserves that are available for its general purposes, i.e. those funds that are not restricted, designated or otherwise committed, at a level that is reasonably likely to facilitate sustainability of its activities over the ensuing 12 months.

In May 2019 Willow purchased a large plot and building to move into once we have approved planning and developed the site will be used for the nursery and pre-school. This purchase has resulted in the large surplus of reserves being used as the deposit for the purchase. In August 2023 we sold the house and cleared the mortgage, but retained the land to build a purpose built modular property.

## **WILLOW NURSERY AND PRE-SCHOOL LIMITED**

### **COMPANY LIMITED BY GUARANTEE**

#### **TRUSTEES ANNUAL REPORT *continued***

#### **YEAR ENDED 30 SEPTEMBER 2023**

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##### **PLANS FOR FUTURE PERIODS**

The new Trustees, elected in October 2023, are in the process of setting a clear future direction for Willow Nursery and Pre-School Limited, that will ensure that the charitable company is, and continues to be, a going concern, and that it is well run and delivering its charitable outcomes, as stipulated by the Charities Commission.

The Trustees have been made very aware that the need for early years child care around Shepton Mallet is great. County Council will not allow Willow to close as there is such a demand for early years childcare.

In August 2023 we secured planning for the new site and are about to go to tender for the project. Mrs Pyke is about to apply for a mortgage with HSBC and we have been pledged £180,000 from county.

##### **RESPONSIBILITIES OF THE TRUSTEES**

The Trustees (who are also the Directors of Willow Nursery and Pre-School Limited for the purposes of company law) are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and regulations.

Company law requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and the income and expenditure of the charitable company for that period.

In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities SORP and FRS 102
- Make judgements and accounting estimates that are reasonable and prudent
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**

**COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT *continued***

**YEAR ENDED 30 SEPTEMBER 2023**

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**INDEPENDENT EXAMINER**

Mr R Pyke of R & J Business Solutions Ltd has been appointed as independent examiner for the ensuing year.

**SMALL COMPANY PROVISIONS**

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

Registered Office:

Charlton Road  
Shepton Mallet  
Somerset  
BA4 5PG

**Signed on behalf of Trustees:**

*E Rogers*

*J A Pyke*

**E Rogers**

**J Pyke**

**Chairman**

**Treasurer**

Date: 02/11/2023

## **WILLOW NURSERY AND PRE-SCHOOL LIMITED**

### **COMPANY LIMITED BY GUARANTEE**

## **INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF WILLOW NURSERY AND PRE-SCHOOL LIMITED**

### **YEAR ENDED 30 SEPTEMBER 2023**

---

I report on the accounts of the charitable company for the year ended 30 September 2023 set out on pages 11 to 18.

#### **RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND INDEPENDENT EXAMINER**

The charitable company's Trustees (who are also the directors of Willow Nursery and Pre-School Limited for the purposes of company law) are responsible for the preparation of the accounts. The charitable company'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.

Having satisfied myself that the charitable company is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- 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 STATEMENT**

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 charitable company 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 section 130 of the charities act 2011; 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

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF WILLOW NURSERY AND PRE-SCHOOL  
LIMITED *continued***

**YEAR ENDED 30 SEPTEMBER 2023**

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



Mr Robert Pyke AFA MIPA  
R & J Business Solutions  
North Street  
Langport  
TA10 9RL

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE  
ACCOUNT)**

**YEAR ENDED 30 SEPTEMBER 2023**

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
<b>INCOMING RESOURCES</b>					
Incoming resources from charitable activities	2	239,500	-	239,500	263,025
Investment income		2,058	-	2,058	100
<b>TOTAL INCOMING RESOURCES</b>		<b><u>241,558</u></b>	<b>-</b>	<b><u>241,558</u></b>	<b><u>263,125</u></b>
<b>RESOURCES EXPENDED</b>					
Charitable activities	3/4	(253,249)		(253,249)	(156,896)
Governance costs	5	(10,483)		(10,483)	(14,363)
<b>TOTAL RESOURCES EXPENDED</b>		<b><u>(263,732)</u></b>	<b>-</b>	<b><u>(263,732)</u></b>	<b><u>(171,259)</u></b>
<b>NET (OUTGOING) RESOURCES FOR THE YEAR/NET (EXPENDITURE) FOR THE YEAR</b>					
		(22,174)	-	(22,174)	91,866
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		<u>193,187</u>		<u>193,187</u>	<u>101,321</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b><u>171,013</u></b>	<b>-</b>	<b><u>171,013</u></b>	<b><u>193,187</u></b>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 15 to 20 form part of these financial statements.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**BALANCE SHEET**

**YEAR ENDED 30 SEPTEMBER 2023**

		2023 £	2022 £
<b>FIXED ASSETS</b>			
Tangible assets	7	58,844	55,308
<b>CURRENT ASSETS</b>			
Debtors	8	17,758	21,145
Cash at bank and in hand		<u>197,911</u>	<u>238,670</u>
		<u>215,669</u>	<u>259,845</u>
<b>CREDITORS: Amounts falling due within one year</b>	9	(62,898)	(75,832)
<b>NET CURRENT ASSETS</b>		152,771	184,013
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>211,615</u>	<u>239,321</u>
<b>LONG TERM LIABILITIES</b>		<u>40,602</u>	<u>46,134</u>
<b>NET ASSETS</b>		<u>171,013</u>	<u>193,187</u>
<b>FUNDS</b>			
Unrestricted income funds	10	<u>171,013</u>	<u>193,187</u>
<b>TOTAL FUNDS</b>			

The notes on pages 15 to 20 form part of these financial statements.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**

**COMPANY LIMITED BY GUARANTEE**

**BALANCE SHEET *continued***

**YEAR ENDED 30 SEPTEMBER 2023**

---

The Trustees are satisfied that the charitable company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

The Trustees acknowledge their responsibilities for:

- i. ensuring that the charitable company keeps adequate accounting records which comply with section 386 of the Act, and
- ii. preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

These financial statements were approved by the members of the committee on the 02/11/2023 and are signed on their behalf by:

*E Rogers*

*J A Pyke*

**E Rogers (Chairman)**

**J A PYKE (TREASURER)**

Company Registration Number: 5941901

**The notes on pages 15 to 20 form part of these financial statements.**

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 30 SEPTEMBER 2023**

---

**1. ACCOUNTING POLICIES**

**Basis of Accounting**

The financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards, the Statement of Recommended Practice "Accounting and Reporting by Charities" in accordance with the financial reporting standard applicable in the UK (FRS 102) issued on 16 July 2014 and the Companies Act 2006, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

**Incoming Resources**

Grant income is recognised in the period specified by the donor. Grants awarded for the performance of a charitable service or the production of charitable goods are recognised as incoming resources from charitable activities. Other grants received are recognised as voluntary income.

**Fund Accounting**

Unrestricted funds can be used in accordance with the charitable objects at the discretion of the Trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charitable company. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes, expenditure that meets these criteria is charged to the fund.

**Resources Expended**

Resources expended are recognised in the period they are incurred and include any attributable VAT which cannot be recovered.

Costs which are directly attributable to meeting charitable objects are classified as provision of charitable services. These costs are directly allocated to activities.

Costs which are indirectly attributable to meeting charitable objectives are classified as support costs. Such support costs are allocated to activities based on an approximation of support staff time.

Costs associated with the general running of the charitable company which are not attributable to meeting charitable objects are classified as governance costs.

**Fixed Assets**

All fixed assets are initially recorded at cost.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS *continued***

**YEAR ENDED 30 SEPTEMBER 2023**

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**1. ACCOUNTING POLICIES *continued***

**Depreciation**

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Property Improvements	- 5% straight line
Equipment	- 25% straight line
Fixtures & Fittings	- 20% straight line
Computer Equipment	- 1/3 straight line

**2. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Fees & SCC Grants	263,218		263,218	258,225
Other grants, sponsorship and sundry income	<u>3,282</u>	<u>0</u>	<u>3,282</u>	<u>4,800</u>
	<u>239,500</u>	<u>0</u>	<u>239,500</u>	<u>263,025</u>

**3. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Nursery and Pre-School Services	<u>253,249</u>	<u>0</u>	<u>243,249</u>	<u>156,896</u>

**4. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE**

	Nursery and Pre-School Costs £	Total Funds 2023 £	Total Funds 2022 £
Nursery and Pre-School Services	<u>253,249</u>	<u>253,249</u>	<u>156,896</u>

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS *continued***

**YEAR ENDED 30 SEPTEMBER 2023**

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**5.NET INCOMING RESOURCES FOR THE YEAR**

This is stated after charging:

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Depreciation	<u>1,290</u>	<u>707</u>
Independent Examiners fee	<u>660</u>	<u>660</u>
Governance Costs	<u>10,483</u>	<u>13,703</u>

**6.STAFF COSTS AND EMOLUMENTS PARTICULARS OF EMPLOYEES**

**Total staff costs were as follows:**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Wages & Salaries	<b>188,533</b>	<b>171,243</b>
Social Security Costs	<b>5,464</b>	<b>7,106</b>
Pension	<u><b>2,339</b></u>	<u><b>2,317</b></u>
	<u><b>196,336</b></u>	<u><b>180,666</b></u>

**Particulars of employees:**

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

	<b>2023</b>	<b>2022</b>
	<b>No</b>	<b>No</b>
Number of direct staff	<u><b>19</b></u>	<u><b>13</b></u>

No employee received remuneration of more than £60,000 during the year (2022 - Nil).

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS *continued***

**YEAR ENDED 30 SEPTEMBER 2023**

**7. TANGIBLE FIXED ASSETS**

	Freehold Property £	Property Improvements £	Equipment £
<b>COST</b>			
At 1 October 2022	50,000	5,580	6,377
Additions			925
Disposals			
<b>At 30 September 2023</b>	<b>50,000</b>	<b>5,580</b>	<b>7,302</b>
<b>DEPRECIATION</b>			
At 1 October 2022	-	907	6,377
Charges for the year	-	279	231
<b>At 30 September 2023</b>	<b>-</b>	<b>1,186</b>	<b>6,608</b>
<b>NET BOOK VALUE</b>			
<b>At 30 September 2023</b>	<b>50,000</b>	<b>4,394</b>	<b>694</b>
At 30 September 2022	50,000	4,673	-

**TANGIBLE FIXED ASSETS *Cont***

	Fixtures & Fittings £	Computer Equipment £	Total £
<b>COST</b>			
At 1 October 2022	23,954	919	86,830
Additions	3,431	470	4,826
Disposals			-
<b>At 30 September 2023</b>	<b>27,385</b>	<b>1,389</b>	<b>91,656</b>
<b>DEPRECIATION</b>			
At 1 October 2022	23,319	919	31,522
Charges for the year	686	94	1,290
<b>At 30 September 2023</b>	<b>24,005</b>	<b>1,013</b>	<b>32,812</b>
<b>NET BOOK VALUE</b>			
<b>At 30 September 2023</b>	<b>3,380</b>	<b>376</b>	<b>58,844</b>
At 30 September 2022	635	-	55,308

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**  
**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS *continued***

**YEAR ENDED 30 SEPTEMBER 2023**

**8. DEBTORS**

	2023	2022
	£	£
Trade debtors	2,192	1,652
Prepayments	606	1,975
PAYE and social security	14,960	14,960
Sundry debtors	2,532	2,558
	<u>17,759</u>	<u>21,145</u>

**9. CREDITORS: Amounts falling due within one year**

	2023	2022
	£	£
Trade creditors	-	-
PAYE	1,284	2,150
Pension	502	-
Wages control account	-	-
Accruals and deferred income	<u>61,112</u>	<u>73,682</u>
	<u>62,898</u>	<u>75,832</u>

**10. UNRESTRICTED INCOME FUNDS**

	Balance at 1 Oct 2022	Incoming Resources	Outgoing Resources	Balance at 30 Sept 2023
	£	£	£	£
General Funds	<u>193,187</u>	<u>241,558</u>	<u>(263,732)</u>	<u>171,013</u>

**11. ANALYSIS OF FUNDS**

	Tangible Fixed Assets	Net Current Assets	Long Term Liabilities	Total
	£	£	£	£
Unrestricted Income Funds	<u>58,844</u>	<u>152,771</u>	<u>(40,602)</u>	<u>171,013</u>
Total Funds	<u>58,844</u>	<u>152,771</u>	<u>(40,602)</u>	<u>171,013</u>

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS *continued***

**YEAR ENDED 30 SEPTEMBER 2023**

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**12. RELATED PARTY TRANSACTIONS**

The charitable company was under the control of the Trustees throughout the current year.

It was agreed by the board on 7 October 2023 to continue to use annual accounts, bookkeeping and payroll services from R & J Business Solutions. Mrs. J Pyke (Treasurer) is a Director of this Company. During the period under review R & J Business Solutions received £11,143 (including VAT) for their services. (2022: £14,363 including VAT). R&J Business Solutions are heavily involved in Willow's day to day running and prepared all information and forecasts regarding reports to apply for funding of the new site.

Mrs E Cross, was paid to help as relief which is separate from her duties as chairperson. During the year she received £6,324 for her help and her Husband Mr W Cross received £350 for this repairs to the site.

**COMPANY LIMITED BY GUARANTEE**

The company is limited by guarantee not having a share capital. The members who are also the Directors and Trustees undertake to contribute to the assets of the company in the event of it being wound up either whilst a member or within one year of their membership ceasing. The maximum contribution required from each member is £1.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**MANAGEMENT INFORMATION**

**YEAR ENDED 30 SEPTEMBER 2023**

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**The following page does not form part of the statutory financial statements which are the subject of the independent examiner's report on pages 9 to 10.**

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**  
**COMPANY LIMITED BY GUARANTEE**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**

**YEAR ENDED 30 SEPTEMBER 2023**

	2023	2022
	£	£
<b>INCOMING RESOURCES FROM CHARITABLE ACTIVITIES</b>		
Fees & SCC Grants	236,218	258,225
Investment income	2,058	100
Other Grants, sponsorship and sundry income	3,282	4,800
<b>TOTAL INCOMING RESOURCES</b>	<b><u>241,558</u></b>	<b><u>263,125</u></b>
	2023	2022
	£	£
<b>RESOURCES EXPENDED ON CHARITABLE ACTIVITIES</b>		
<b>Nursery and Pre-School Services</b>		
Purchases and Activities	2,475	8,787
Rent	5,500	5,500
Wages and Salaries	188,533	171,243
Employer's NIC	5,464	7,106
Pension	2,339	2,317
Uniform	751	897
Children's snacks	7,326	6,717
Rates and Water	(2)	3,807
Light and Heat	3,676	5,698
Repairs and Maintenance	5,462	5,472
Insurance	2,582	1,334
Accountancy, Audit and Bookkeeping	11,143	14,363
Legal and Professional Fees	14,819	12,100
Telephone	831	789
Office Expenses	2,071	2,935
Depreciation	1,290	707
Printing, Stationery and Postage	563	190
Staff Training	642	797
Laundry and Cleaning	6,435	5,924
Subscriptions	519	1,364
Bank Charges	123	193
Mortgage interest	-	13,021
Loan interest	1,090	-
Profit on Disposal	-	(100,000)
Donation	100	
<b>TOTAL RESOURCES EXPENDED</b>	<b><u>263,732</u></b>	<b><u>171,259</u></b>
 <b>NET OUTGOING RESOURCES FOR THE YEAR</b>	 <b><u>(22,174)</u></b>	 <b><u>91,866</u></b>

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**WILLOW NURSERY AND PRE-SCHOOL LIMITED**

England & Wales - Charity number 1121726

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# Accounts

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**WILLOW NURSERY AND PRE-SCHOOL LIMITED**  
**FINANCIAL STATEMENTS**  
**YEAR ENDED 30 SEPTEMBER 2022**

Company Registration Number 5941901  
Charity Number 1121726

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**FINANCIAL STATEMENTS**

**YEAR ENDED 30 SEPTEMBER 2022**

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<b>CONTENTS</b>	<b>PAGES</b>
Trustees Annual Report	3 - 8
Independent examiner's report to the members	9 – 10
Statement of financial activities (incorporating the Income and Expenditure account)	11
Balance Sheet	12 - 13
Notes to the financial statements	14 - 19
<b>The following pages do not form part of the financial statements</b>	
Detailed statement of financial activities	21

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT**

**YEAR ENDED 30 SEPTEMBER 2022**

---

The Trustees have pleasure in presenting their report and the unaudited financial statements of the charitable company for the year ended 30 September 2022.

**REFERENCE AND ADMINISTRATIVE DETAILS**

<b>Registered Charity Name</b>	Willow Nursery and Pre-School Limited
<b>Charity Registration Number</b>	1121726
<b>Company Registration Number</b>	5941901
<b>Registered Office</b>	Charlton Road Shepton Mallet Somerset BA4 5PG

**THE TRUSTEES**

The Trustees who served the charitable company during the period were as follows:

E Rogers (Chairman)	Re-appointed 16 July 2022
J A Pyke (Treasurer)	Re-appointed 16 July 2022
L Tyne (Secretary)	Re-appointed 16 July 2022
E Dukes	Re-appointed 16 July 2022

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT *continued***

**YEAR ENDED 30 SEPTEMBER 2022**

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**STRUCTURE, GOVERNANCE AND MANAGEMENT**

The Company was incorporated on 20 September 2006 and commenced trading on 1 May 2007. It was registered as a charity, number 1121726, on 27 November 2007.

Willow's charitable objects are:

To enhance the development and education of children primarily under statutory school age by providing and/or assisting in the provision of childcare and educational services for the benefit of the community, in particular (without limitation) children of 0-5 years services in the area of Shepton Mallet.

It is the responsibility of the Trustees to ensure that Willow Nursery and Pre-School Limited complies with its aims and is managed correctly.

All Parents and Carers are invited prior to our AGM to stand for election to the Trustees. Places on the Board are also open to members of the wider community, if they wish to stand. We aim to encourage membership of the Board that is representative both of Parents and Carers, and the wider community, where this is of benefit to Willow Nursery and Pre-School Limited. (For Example, to provide access to professional expertise that is not available via the current Board, or to provide access to professional expertise that is not available via the current Board, or to provide linkages to other settings or businesses that could improve ways of working.)

Willow Nursery and Pre-School Limited is registered with Ofsted and receives funding from the Government for eligible 2, 3 & 4 year olds to attend part-time sessions. The County Council pay the charitable company directly, up to the maximum number of hours allocated to each funding period. We also work closely with Children's Social Care and when possible keep one space free in each building to provide emergency childcare if requested.

**Risk Assessment**

The Trustees regularly review all types of risk and make contingencies for systematic risk. Operating risks that can be measured are controlled and monitored. In addition, the Trustees regularly review the risks to which children and staff within Willow Nursery and Pre-School Limited is exposed, to ensure that the systems are in place to mitigate exposure to those risks.

All members of Staff, Trustees, Students and Volunteers all have an enhanced DBS disclosure, we have accident and incident forms for children, staff and any adult on the premises, medication authorisation forms are filled in by parents prior to any medications being administered.

All parents sign a contract prior to their child starting which lists any medical/health problems, allergies/sensitivities, any regular medication, food intolerances/sensitivities or foods forbidden by religion of culture or special needs.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT *continued***

**YEAR ENDED 30 SEPTEMBER 2022**

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There are also sections for permission to take photographs (for use within the Nursery and our Website and local/national papers), walks within the local community, for staff to apply creams (i.e. sun cream and sudacrem) and for staff to change the child's clothing.

The Parents also sign to authorise staff to seek medical treatment in their absence.

We have an incoming information book, in which parents inform us of any accidents etc. That the child may have had at home.

The Trustees are consulted on any expenditure, or any repairs to the building, that are not part of the day to day expenses needed to run the group. Signatories for the bank account are the Chair & Treasurer both signatures are required to authorise cheques.

**OBJECTIVES AND ACTIVITIES**

The charitable objects of Willow Nursery and Pre-School Limited are to enhance the development and education of Children primarily under statutory school age by providing and/or assisting in the provision of childcare and educational services for the benefit of the community, in particular (without limitation) children aged between 0-5 years in the area of Shepton Mallet.

Our first objective is to provide a safe, stimulating environment for children attending Willow Nursery and Pre-School to grow and thrive.

We employ qualified staff to meet the Early Years Foundation Stage educational requirements, and we encourage all staff to identify training opportunities that ensure continuous professional development. The Trustees assesses training requests regularly and approves almost all requests for training.

Willow Nursery and Pre-School Limited also offer work placements for appropriate students working towards a Childcare qualification. We currently have one work placement student who started in September 2017.

Our second objective is to provide affordable, high quality childcare. All staff with key children hold or are working towards early years' foundation stage.

Costs and suppliers are reviewed to identify savings, and savings are either re-invested to maintain and improve the quality of learning and play equipment, saved for our building fund or used to off-set fee increases.

**Public Benefit**

In shaping our objectives for the year and planning our activities the Trustees have considered the Charity Commission's guidance on public benefit.

We reserve a space for emergency placements. These places are usually subsidised by the County Council.

We review our fees annually and only increase them if necessary.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT *continued***

**YEAR ENDED 30 SEPTEMBER 2022**

---

**ACHIEVEMENTS AND PERFORMANCE**

We have maintained working conditions for staff through:

- Managing flexible returns to work for all staff on maternity leave.
- Considering frequent requests to change contracted hours
- Team Building days out

This year we raised a total of £4,800 (2021 £2,168).

We continue to hold strong governance and Trustees – staff relations following the AGM in July 2022, by:

- The election of a strong Board
- Holding joint events for staff and Board members
- Encouraging staff attendance at committee meetings
- Increasing the involvement and visibility of Board members day-to-day

**FINANCIAL REVIEW**

The charitable company has seen an increase in incoming resources to £263,025, from £210,978. We still maintain to be the busiest Nursery in Shepton Mallet and have waiting lists or are full on most days for the 2024 Academic year. 50% of our income is privately sourced and not funded.

Resources expended have fallen to £171,259 from £220,011 (2021). This isn't an accurate reflection as true costs have risen to £271,259. We sold the house and kept the land we had purchased and made a profit on the sale of £100,000. We have incurred additional costs with the planning of the new site and day to day costs of everything are rising, particularly wages and utilities.

**POLICY ON RESERVES**

The charitable company aims to maintain free reserves that are available for its general purposes, i.e. those funds that are not restricted, designated or otherwise committed, at a level that is reasonably likely to facilitate sustainability of its activities over the ensuing 12 months.

In May 2019 Willow purchased a large plot and building to move into once we have approved planning and developed the site will be used for the nursery and pre-school. This purchase has resulted in the large surplus of reserves being used as the deposit for the purchase. In August 2022 we sold the house and cleared the mortgage, but retained the land to build a purpose built modular property.

## **WILLOW NURSERY AND PRE-SCHOOL LIMITED**

### **COMPANY LIMITED BY GUARANTEE**

#### **TRUSTEES ANNUAL REPORT *continued***

#### **YEAR ENDED 30 SEPTEMBER 2022**

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##### **PLANS FOR FUTURE PERIODS**

The new Trustees, elected in July 2022, are in the process of setting a clear future direction for Willow Nursery and Pre-School Limited, that will ensure that the charitable company is, and continues to be, a going concern, and that it is well run and delivering its charitable outcomes, as stipulated by the Charities Commission.

The Trustees have been made very aware that the need for early years child care around Shepton Mallet is great. County Council will not allow Willow to close as there is such a demand for early years childcare.

In August 2022 we are about to complete on the sale of the above property we purchased, but keep the large plot of land with it. We have plans put in to build a purpose built modular build on site.

##### **RESPONSIBILITIES OF THE TRUSTEES**

The Trustees (who are also the Directors of Willow Nursery and Pre-School Limited for the purposes of company law) are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and regulations.

Company law requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and the income and expenditure of the charitable company for that period.

In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities SORP and FRS 102
- Make judgements and accounting estimates that are reasonable and prudent
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**

**COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT *continued***

**YEAR ENDED 30 SEPTEMBER 2022**

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**INDEPENDENT EXAMINER**

Mr R Pyke of R & J Business Solutions Ltd has been appointed as independent examiner for the ensuing year.

**SMALL COMPANY PROVISIONS**

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

Registered Office:

Charlton Road  
Shepton Mallet  
Somerset  
BA4 5PG

**Signed on behalf of Trustees:**

*E Rogers*

*J A Pyke*

**E Rogers**

**J Pyke**

**Chairman**

**Treasurer**

Date: 13/07/2023

## **WILLOW NURSERY AND PRE-SCHOOL LIMITED**

### **COMPANY LIMITED BY GUARANTEE**

## **INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF WILLOW NURSERY AND PRE-SCHOOL LIMITED**

### **YEAR ENDED 30 SEPTEMBER 2022**

---

I report on the accounts of the charitable company for the year ended 30 September 2022 set out on pages 11 to 18.

#### **RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND INDEPENDENT EXAMINER**

The charitable company's Trustees (who are also the directors of Willow Nursery and Pre-School Limited for the purposes of company law) are responsible for the preparation of the accounts. The charitable company'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.

Having satisfied myself that the charitable company is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- 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 STATEMENT**

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 charitable company 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 section 130 of the charities act 2011; 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

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF WILLOW NURSERY AND PRE-SCHOOL  
LIMITED *continued***

**YEAR ENDED 30 SEPTEMBER 2022**

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



Mr Robert Pyke AFA MIPA  
R & J Business Solutions  
North Street  
Langport  
TA10 9RL

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE  
ACCOUNT)**

**YEAR ENDED 30 SEPTEMBER 2022**

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
<b>INCOMING RESOURCES</b>					
Incoming resources from charitable activities	2	263,025	-	263,025	210,978
Investment income		100	-	100	
<b>TOTAL INCOMING RESOURCES</b>		<b><u>263,125</u></b>	<b>-</b>	<b><u>263,125</u></b>	<b><u>210,978</u></b>
<b>RESOURCES EXPENDED</b>					
Charitable activities	3/4	(156,896)		(156,896)	(207,095)
Governance costs	5	(14,363)		(14,363)	(12,916)
<b>TOTAL RESOURCES EXPENDED</b>		<b><u>(171,259)</u></b>	<b>-</b>	<b><u>(171,259)</u></b>	<b><u>(220,011)</u></b>
<b>NET (OUTGOING) RESOURCES FOR THE YEAR/NET (EXPENDITURE) FOR THE YEAR</b>					
		91,866	-	91,866	(9,033)
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		<u>101,321</u>		<u>101,321</u>	<u>110,354</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b><u>193,187</u></b>	<b>-</b>	<b><u>193,187</u></b>	<b><u>101,321</u></b>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 15 to 20 form part of these financial statements.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**BALANCE SHEET**

**YEAR ENDED 30 SEPTEMBER 2022**

		2022 £	2021 £
<b>FIXED ASSETS</b>			
Tangible assets	7	55,308	455,221
<b>CURRENT ASSETS</b>			
Debtors	8	18,996	18,731
Cash at bank and in hand		<u>238,699</u>	<u>69,483</u>
		<u>257,695</u>	<u>88,214</u>
<b>CREDITORS: Amounts falling due within one year</b>	9	(73,682)	(98,652)
<b>NET CURRENT ASSETS</b>		184,013	(10,438)
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>239,321</u>	<u>444,783</u>
<b>LONG TERM LIABILITIES</b>		<u>46,134</u>	<u>343,462</u>
<b>NET ASSETS</b>		<u>193,187</u>	<u>101,321</u>
<b>FUNDS</b>			
Unrestricted income funds	10	<u>193,187</u>	<u>101,321</u>
<b>TOTAL FUNDS</b>			

The notes on pages 15 to 20 form part of these financial statements.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**

**COMPANY LIMITED BY GUARANTEE**

**BALANCE SHEET *continued***

**YEAR ENDED 30 SEPTEMBER 2022**

---

The Trustees are satisfied that the charitable company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

The Trustees acknowledge their responsibilities for:

- i. ensuring that the charitable company keeps adequate accounting records which comply with section 386 of the Act, and
- ii. preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

These financial statements were approved by the members of the committee on the 14/07/2023 and are signed on their behalf by:

*E Rogers*

*J A Pyke*

**E Rogers (Chairman)**

**J A PYKE (TREASURER)**

Company Registration Number: 5941901

**The notes on pages 15 to 20 form part of these financial statements.**

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 30 SEPTEMBER 2022**

---

**1. ACCOUNTING POLICIES**

**Basis of Accounting**

The financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards, the Statement of Recommended Practice "Accounting and Reporting by Charities" in accordance with the financial reporting standard applicable in the UK (FRS 102) issued on 16 July 2014 and the Companies Act 2006, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

**Incoming Resources**

Grant income is recognised in the period specified by the donor. Grants awarded for the performance of a charitable service or the production of charitable goods are recognised as incoming resources from charitable activities. Other grants received are recognised as voluntary income.

**Fund Accounting**

Unrestricted funds can be used in accordance with the charitable objects at the discretion of the Trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charitable company. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes, expenditure that meets these criteria is charged to the fund.

**Resources Expended**

Resources expended are recognised in the period they are incurred and include any attributable VAT which cannot be recovered.

Costs which are directly attributable to meeting charitable objects are classified as provision of charitable services. These costs are directly allocated to activities.

Costs which are indirectly attributable to meeting charitable objectives are classified as support costs. Such support costs are allocated to activities based on an approximation of support staff time.

Costs associated with the general running of the charitable company which are not attributable to meeting charitable objects are classified as governance costs.

**Fixed Assets**

All fixed assets are initially recorded at cost.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS *continued***

**YEAR ENDED 30 SEPTEMBER 2022**

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**1. ACCOUNTING POLICIES *continued***

**Depreciation**

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Property Improvements	- 5% straight line
Equipment	- 25% straight line
Fixtures & Fittings	- 20% straight line
Computer Equipment	- 1/3 straight line

**2. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Fees & SCC Grants	258,225		258,225	187,112
Other grants, sponsorship and sundry income	<u>4,800</u>	<u>0</u>	<u>4,800</u>	<u>23,866</u>
	<u>263,025</u>	<u>0</u>	<u>263,025</u>	<u>210,978</u>

**3. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Nursery and Pre-School Services	<u>171,259</u>	<u>0</u>	<u>171,259</u>	<u>220,011</u>

**4. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE**

	Nursery and Pre-School Costs £	Total Funds 2022 £	Total Funds 2021 £
Nursery and Pre-School Services	<u>171,259</u>	<u>171,259</u>	<u>220,011</u>

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**  
**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS *continued***

**YEAR ENDED 30 SEPTEMBER 2022**

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**5.NET INCOMING RESOURCES FOR THE YEAR**

This is stated after charging:

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Depreciation	<u>707</u>	<u>1,914</u>
Independent Examiners fee	<u>660</u>	<u>660</u>
Governance Costs	<u>13,703</u>	<u>12,256</u>

**6.STAFF COSTS AND EMOLUMENTS PARTICULARS OF EMPLOYEES**

**Total staff costs were as follows:**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Wages & Salaries	<b>171,243</b>	<b>139,909</b>
Social Security Costs	<b>7,106</b>	<b>3,603</b>
Pension	<u><b>2,317</b></u>	<u><b>1,897</b></u>
	<u><b>180,666</b></u>	<u><b>145,409</b></u>

**Particulars of employees:**

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

	<b>2022</b>	<b>2021</b>
	<b>No</b>	<b>No</b>
Number of direct staff	<u><b>13</b></u>	<u><b>13</b></u>

No employee received remuneration of more than £60,000 during the year (2021 - Nil).

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS *continued***

**YEAR ENDED 30 SEPTEMBER 2022**

**7. TANGIBLE FIXED ASSETS**

	Freehold Property £	Property Improvements £	Equipment £
<b>COST</b>			
At 1 October 2021	450,000	5,580	6,377
Additions			
Disposals	(400,000)		
<b>At 30 September 2022</b>	<b>50,000</b>	<b>5,580</b>	<b>6,377</b>
	Freehold Property £	Property Improvements £	Equipment £
<b>DEPRECIATION</b>			
At 1 October 2021	-	628	6,377
Charges for the year	-	279	
<b>At 30 September 2022</b>	<b>-</b>	<b>907</b>	<b>6,377</b>
<b>NET BOOK VALUE</b>			
<b>At 30 September 2022</b>	<b>50,000</b>	<b>4,673</b>	<b>-</b>
At 30 September 2021	450,000	4,952	-

**TANGIBLE FIXED ASSETS *Cont***

	Fixtures & Fittings £	Computer Equipment £	Total £
<b>COST</b>			
At 1 October 2021	23,160	919	486,036
Additions	794		794
Disposals			(400,000)
<b>At 30 September 2022</b>	<b>23,954</b>	<b>919</b>	<b>86,830</b>
	Fixtures & Fittings £	Computer Equipment £	Total £
<b>DEPRECIATION</b>			
At 1 October 2021	23,160	650	30,815
Charges for the year	159	269	707
<b>At 30 September 2022</b>	<b>23,319</b>	<b>919</b>	<b>31,522</b>

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS *continued***

**YEAR ENDED 30 SEPTEMBER 2022**

**8. DEBTORS**

	2022	2021
	£	£
Trade debtors	1,652	1,065
Prepayments	1,975	1,407
Other Debtors	-	-
PAYE and social security	12,811	14,961
Sundry debtors	<u>2,558</u>	<u>1,298</u>
	<u>18,996</u>	<u>18,731</u>

**9. CREDITORS: Amounts falling due within one year**

	2022	2021
	£	£
Trade creditors	-	-
Wages control account	-	-
Accruals and deferred income	<u>73,862</u>	<u>98,652</u>
	<u>73,862</u>	<u>98,652</u>

**10. UNRESTRICTED INCOME FUNDS**

	Balance at 1 Oct 2021	Incoming Resources	Outgoing Resources	Balance at 30 Sept 2021
	£	£	£	£
General Funds	<u>101,321</u>	<u>263,125</u>	<u>(171,259)</u>	<u>193,187</u>

**11. ANALYSIS OF FUNDS**

	Tangible Fixed Assets	Net Current Assets	Long Term Liabilities	Total
	£	£	£	£
Unrestricted Income Funds	<u>55,308</u>	<u>184,013</u>	<u>(46,134)</u>	<u>193,187</u>
Total Funds	<u>55,308</u>	<u>184,013</u>	<u>(46,134)</u>	<u>193,187</u>

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS *continued***

**YEAR ENDED 30 SEPTEMBER 2022**

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**12. RELATED PARTY TRANSACTIONS**

The charitable company was under the control of the Trustees throughout the current year.

It was agreed by the board on 16 July 22 to continue to use annual accounts, bookkeeping and payroll services from R & J Business Solutions. Mrs. J Pyke (Treasurer) is a Director of this Company. During the period under review R & J Business Solutions received £14,363 (including VAT) for their services. (2019: £12,916 including VAT). R&J Business Solutions are heavily involved in Willow's day to day running and prepared all information and forecasts regarding the sale of the property and funding for new build.

**COMPANY LIMITED BY GUARANTEE**

The company is limited by guarantee not having a share capital. The members who are also the Directors and Trustees undertake to contribute to the assets of the company in the event of it being wound up either whilst a member or within one year of their membership ceasing. The maximum contribution required from each member is £1.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**MANAGEMENT INFORMATION**

**YEAR ENDED 30 SEPTEMBER 2022**

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**The following page does not form part of the statutory financial statements which are the subject of the independent examiner's report on pages 9 to 10.**

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**  
**COMPANY LIMITED BY GUARANTEE**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**

**YEAR ENDED 30 SEPTEMBER 2022**

	2022	2021
	£	£
<b>INCOMING RESOURCES FROM CHARITABLE ACTIVITIES</b>		
Fees & SCC Grants	258,225	187,112
Investment income	100	-
Other Grants, sponsorship and sundry income	4,800	23,866
<b>TOTAL INCOMING RESOURCES</b>	<b><u>263,125</u></b>	<b><u>210,978</u></b>
	2022	2021
	£	£
<b>RESOURCES EXPENDED ON CHARITABLE ACTIVITIES</b>		
<b>Nursery and Pre-School Services</b>		
Purchases and Activities	8,787	5,860
Rent	5,500	5,500
Wages and Salaries	171,243	139,908
Employer's NIC	7,106	3,603
Pension	2,317	1,897
Uniform	897	260
Children's snacks	6,717	4,222
Rates and Water	3,807	2,923
Light and Heat	5,698	929
Repairs and Maintenance	5,472	1,309
Insurance	1,334	2,218
Accountancy, Audit and Bookkeeping	14,363	12,916
Legal and Professional Fees	12,100	18,393
Telephone	789	680
Office Expenses	2,935	2,354
Depreciation	707	1,914
Printing, Stationery and Postage	190	809
Staff Training	797	874
Laundry and Cleaning	5,924	4,515
Subscriptions	1,364	920
Bank Charges	193	97
Computer Software	-	146
Mortgage interest	13,021	7,764
Profit on Disposal	(100,000)	
<b>TOTAL RESOURCES EXPENDED</b>	<b><u>171,259</u></b>	<b><u>220,011</u></b>
<b>NET OUTGOING RESOURCES FOR THE YEAR</b>	<b><u>91,866</u></b>	<b><u>(9,033)</u></b>

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**

England & Wales - Charity number 1121726

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# Accounts

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**WILLOW NURSERY AND PRE-SCHOOL LIMITED**  
**FINANCIAL STATEMENTS**  
**YEAR ENDED 30 SEPTEMBER 2021**

Company Registration Number 5941901  
Charity Number 1121726

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**FINANCIAL STATEMENTS**

**YEAR ENDED 30 SEPTEMBER 2021**

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<b>CONTENTS</b>	<b>PAGES</b>
Trustees Annual Report	3 - 8
Independent examiner's report to the members	9 – 10
Statement of financial activities (incorporating the Income and Expenditure account)	11
Balance Sheet	12 - 13
Notes to the financial statements	14 - 19
<b>The following pages do not form part of the financial statements</b>	
Detailed statement of financial activities	21

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT**

**YEAR ENDED 30 SEPTEMBER 2021**

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The Trustees have pleasure in presenting their report and the unaudited financial statements of the charitable company for the year ended 30 September 2021.

**REFERENCE AND ADMINISTRATIVE DETAILS**

<b>Registered Charity Name</b>	Willow Nursery and Pre-School Limited
<b>Charity Registration Number</b>	1121726
<b>Company Registration Number</b>	5941901
<b>Registered Office</b>	Charlton Road Shepton Mallet Somerset BA4 5PG

**THE TRUSTEES**

The Trustees who served the charitable company during the period were as follows:

E Rogers (Chairman)	Re-appointed 1 February 2021
J A Pyke (Treasurer)	Re-appointed 1 February 2021
L Tyne (Secretary)	Re-appointed 1 February 2021
E Dukes	Re-appointed 1 February 2021

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT *continued***

**YEAR ENDED 30 SEPTEMBER 2021**

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**STRUCTURE, GOVERNANCE AND MANAGEMENT**

The Company was incorporated on 20 September 2006 and commenced trading on 1 May 2007. It was registered as a charity, number 1121726, on 27 November 2007.

Willow's charitable objects are:

To enhance the development and education of children primarily under statutory school age by providing and/or assisting in the provision of childcare and educational services for the benefit of the community, in particular (without limitation) children of 0-5 years services in the area of Shepton Mallet.

It is the responsibility of the Trustees to ensure that Willow Nursery and Pre-School Limited complies with its aims and is managed correctly.

All Parents and Carers are invited prior to our AGM to stand for election to the Trustees. Places on the Board are also open to members of the wider community, if they wish to stand. We aim to encourage membership of the Board that is representative both of Parents and Carers, and the wider community, where this is of benefit to Willow Nursery and Pre-School Limited. (For Example, to provide access to professional expertise that is not available via the current Board, or to provide access to professional expertise that is not available via the current Board, or to provide linkages to other settings or businesses that could improve ways of working.)

Willow Nursery and Pre-School Limited is registered with Ofsted and receives funding from the Government for eligible 2, 3 & 4 year olds to attend part-time sessions. The County Council pay the charitable company directly, up to the maximum number of hours allocated to each funding period. We also work closely with Children's Social Care and when possible keep one space free in each building to provide emergency childcare if requested.

**Risk Assessment**

The Trustees regularly review all types of risk and make contingencies for systematic risk. Operating risks that can be measured are controlled and monitored. In addition, the Trustees regularly review the risks to which children and staff within Willow Nursery and Pre-School Limited is exposed, to ensure that the systems are in place to mitigate exposure to those risks.

All members of Staff, Trustees, Students and Volunteers all have an enhanced DBS disclosure, we have accident and incident forms for children, staff and any adult on the premises, medication authorisation forms are filled in by parents prior to any medications being administered.

All parents sign a contract prior to their child starting which lists any medical/health problems, allergies/sensitivities, any regular medication, food intolerances/sensitivities or foods forbidden by religion of culture or special needs.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT *continued***

**YEAR ENDED 30 SEPTEMBER 2021**

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There are also sections for permission to take photographs (for use within the Nursery and our Website and local/national papers), walks within the local community, for staff to apply creams (i.e. sun cream and sudacrem) and for staff to change the child's clothing.

The Parents also sign to authorise staff to seek medical treatment in their absence.

We have an incoming information book, in which parents inform us of any accidents etc. That the child may have had at home.

The Trustees are consulted on any expenditure, or any repairs to the building, that are not part of the day to day expenses needed to run the group. Signatories for the bank account are the Chair & Treasurer both signatures are required to authorise cheques.

**OBJECTIVES AND ACTIVITIES**

The charitable objects of Willow Nursery and Pre-School Limited are to enhance the development and education of Children primarily under statutory school age by providing and/or assisting in the provision of childcare and educational services for the benefit of the community, in particular (without limitation) children aged between 0-5 years in the area of Shepton Mallet.

Our first objective is to provide a safe, stimulating environment for children attending Willow Nursery and Pre-School to grow and thrive.

We employ qualified staff to meet the Early Years Foundation Stage educational requirements, and we encourage all staff to identify training opportunities that ensure continuous professional development. The Trustees assesses training requests regularly and approves almost all requests for training.

Willow Nursery and Pre-School Limited also offer work placements for appropriate students working towards a Childcare qualification. We currently have one work placement student who started in September 2017.

Our second objective is to provide affordable, high quality childcare. All staff with key children hold or are working towards early years' foundation stage.

Costs and suppliers are reviewed to identify savings, and savings are either re-invested to maintain and improve the quality of learning and play equipment, saved for our building fund or used to off-set fee increases.

**Public Benefit**

In shaping our objectives for the year and planning our activities the Trustees have considered the Charity Commission's guidance on public benefit.

We reserve a space for emergency placements. These places are usually subsidised by the County Council.

We review our fees annually and only increase them if necessary.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT *continued***

**YEAR ENDED 30 SEPTEMBER 2021**

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**ACHIEVEMENTS AND PERFORMANCE**

We have maintained working conditions for staff through:

- Managing flexible returns to work for all staff on maternity leave.
- Considering frequent requests to change contracted hours
- Team Building days out
- Not making any redundancies throughout the pandemic.

We have not been able to fundraise anywhere near what we were hoping due to the restrictions of the pandemic. This year we raised a total of £2,168 (2020 2,308).

We continue to hold strong governance and Trustees – staff relations following the AGM in February 2021, by:

- The election of a strong Board
- Holding joint events for staff and Board members
- Encouraging staff attendance at committee meetings
- Increasing the involvement and visibility of Board members day-to-day

**FINANCIAL REVIEW**

The charitable company has seen an increase in incoming resources to £210,978, from £176,300. We still maintain to be the busiest Nursery in Shepton Mallet and have waiting lists or are full on most days for the 2023 Academic year. 50% of our income is privately sourced and not funded.

Resources expended has risen to £220,011 from £192,326 (2020). We have incurred additional costs with the panning of the new site and day to day costs of everything are rising, particularly wages and utilities.

## **WILLOW NURSERY AND PRE-SCHOOL LIMITED**

### **COMPANY LIMITED BY GUARANTEE**

#### **TRUSTEES ANNUAL REPORT *continued***

#### **YEAR ENDED 30 SEPTEMBER 2021**

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##### **Policy on Reserves**

The charitable company aims to maintain free reserves that are available for its general purposes, i.e. those funds that are not restricted, designated or otherwise committed, at a level that is reasonably likely to facilitate sustainability of its activities over the ensuing 12 months.

In May 2019 Willow purchased a large plot and building to move into once we have approved planning and developed the site will be used for the nursery and pre-school. This purchase has resulted in the large surplus of reserves being used as the deposit for the purchase.

##### **PLANS FOR FUTURE PERIODS**

The new Trustees, elected in February 2021, are in the process of setting a clear future direction for Willow Nursery and Pre-School Limited, that will ensure that the charitable company is, and continues to be, a going concern, and that it is well run and delivering its charitable outcomes, as stipulated by the Charities Commission.

The Trustees have been made very aware that the need for early years child care around Shepton Mallet is great. County Council will not allow Willow to close as there is such a demand for early years childcare.

In August 2022 we are about to complete on the sale of the above property we purchased, but keep the large plot of land with it. We have plans put in to build a purpose built modular build on site.

##### **RESPONSIBILITIES OF THE TRUSTEES**

The Trustees (who are also the Directors of Willow Nursery and Pre-School Limited for the purposes of company law) are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and regulations.

Company law requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and the income and expenditure of the charitable company for that period.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**

**COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT *continued***

**YEAR ENDED 30 SEPTEMBER 2021**

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In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities SORP and FRS 102
- Make judgements and accounting estimates that are reasonable and prudent
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**INDEPENDENT EXAMINER**

Mr R Pyke of R & J Business Solutions Ltd has been appointed as independent examiner for the ensuing year.

**SMALL COMPANY PROVISIONS**

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

Registered Office:  
Charlton Road  
Shepton Mallet  
Somerset  
BA4 5PG

**Signed on behalf of Trustees:**

*E Rogers*

*J A Pyke*

**E Rogers**

**J Pyke**

**Chairman**

**Treasurer**

Date: 29/07/2022

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**

**COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF WILLOW NURSERY AND PRE-SCHOOL LIMITED**

**YEAR ENDED 30 SEPTEMBER 2021**

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I report on the accounts of the charitable company for the year ended 30 September 2021 set out on pages 11 to 18.

**RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND INDEPENDENT EXAMINER**

The charitable company's Trustees (who are also the directors of Willow Nursery and Pre-School Limited for the purposes of company law) are responsible for the preparation of the accounts. The charitable company'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.

Having satisfied myself that the charitable company is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- 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 STATEMENT**

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 charitable company 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 section 130 of the charities act 2011; 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

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF WILLOW NURSERY AND PRE-SCHOOL  
LIMITED *continued***

**YEAR ENDED 30 SEPTEMBER 2021**

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



Mr Robert Pyke AFA MIPA  
R & J Business Solutions  
North Street  
Langport  
TA10 9RL

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE  
ACCOUNT)**

**YEAR ENDED 30 SEPTEMBER 2021**

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
<b>INCOMING RESOURCES</b>					
Incoming resources from charitable activities	2	197,621	13,357	210,978	176,300
Investment income			-	-	-
<b>TOTAL INCOMING RESOURCES</b>		<b><u>197,621</u></b>	<b><u>13,357</u></b>	<b><u>210,978</u></b>	<b><u>176,300</u></b>
<b>RESOURCES EXPENDED</b>					
Charitable activities	3/4	(193,738)	(13,357)	(207,095)	(186,833)
Governance costs	5	(12,916)		(12,916)	(12,988)
<b>TOTAL RESOURCES EXPENDED</b>		<b><u>(206,654)</u></b>	<b><u>(13,357)</u></b>	<b><u>(220,011)</u></b>	<b><u>(199,821)</u></b>
<b>NET (OUTGOING) RESOURCES FOR THE YEAR/NET (EXPENDITURE) FOR THE YEAR</b>					
		(9,033)	-	(9,033)	(23,521)
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		<u>110,354</u>		<u>110,354</u>	<u>133,875</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b><u>101,321</u></b>	-	<b><u>101,321</u></b>	<b><u>110,354</u></b>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 15 to 20 form part of these financial statements.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**BALANCE SHEET**

**YEAR ENDED 30 SEPTEMBER 2021**

		2021 £	2020 £
<b>FIXED ASSETS</b>			
Tangible assets	7	455,221	456,730
<b>CURRENT ASSETS</b>			
Debtors	8	18,731	15,344
Cash at bank and in hand		<u>69,483</u>	<u>79,039</u>
		<u>88,214</u>	<u>94,383</u>
<b>CREDITORS: Amounts falling due within one year</b>	9	(98,652)	(87,858)
<b>NET CURRENT ASSETS</b>		(10,438)	6,525
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>444,783</u>	<u>463,255</u>
<b>LONG TERM LIABILITIES</b>		<u>343,462</u>	<u>352,901</u>
<b>NET ASSETS</b>		<u>101,321</u>	<u>110,354</u>
<b>FUNDS</b>			
Unrestricted income funds	10	<u>101,321</u>	<u>110,354</u>
<b>TOTAL FUNDS</b>			

The notes on pages 15 to 20 form part of these financial statements.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**

**COMPANY LIMITED BY GUARANTEE**

**BALANCE SHEET *continued***

**YEAR ENDED 30 SEPTEMBER 2021**

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The Trustees are satisfied that the charitable company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

The Trustees acknowledge their responsibilities for:

- i. ensuring that the charitable company keeps adequate accounting records which comply with section 386 of the Act, and
- ii. preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

These financial statements were approved by the members of the committee on the 29/07/2022 and are signed on their behalf by:

*E Rogers*

*J A Pyke*

**E Rogers (Chairman)**

**J A PYKE (TREASURER)**

Company Registration Number: 5941901

**The notes on pages 15 to 20 form part of these financial statements.**

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 30 SEPTEMBER 2021**

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**1. ACCOUNTING POLICIES**

**Basis of Accounting**

The financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards, the Statement of Recommended Practice "Accounting and Reporting by Charities" in accordance with the financial reporting standard applicable in the UK (FRS 102) issued on 16 July 2014 and the Companies Act 2006, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

**Incoming Resources**

Grant income is recognised in the period specified by the donor. Grants awarded for the performance of a charitable service or the production of charitable goods are recognised as incoming resources from charitable activities. Other grants received are recognised as voluntary income.

**Fund Accounting**

Unrestricted funds can be used in accordance with the charitable objects at the discretion of the Trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charitable company. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes, expenditure that meets these criteria is charged to the fund.

**Resources Expended**

Resources expended are recognised in the period they are incurred and include any attributable VAT which cannot be recovered.

Costs which are directly attributable to meeting charitable objects are classified as provision of charitable services. These costs are directly allocated to activities.

Costs which are indirectly attributable to meeting charitable objectives are classified as support costs. Such support costs are allocated to activities based on an approximation of support staff time.

Costs associated with the general running of the charitable company which are not attributable to meeting charitable objects are classified as governance costs.

**Fixed Assets**

All fixed assets are initially recorded at cost.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS *continued***

**YEAR ENDED 30 SEPTEMBER 2021**

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**1. ACCOUNTING POLICIES *continued***

**Depreciation**

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Property Improvements	- 5% straight line
Equipment	- 25% straight line
Fixtures & Fittings	- 20% straight line
Computer Equipment	- 1/3 straight line

**2. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Fees & SCC Grants	187,112		187,112	145,428
Other grants, sponsorship and sundry income	<u>10,509</u>	<u>13,357</u>	<u>23,866</u>	<u>30,872</u>
	<u>197,621</u>	<u>13,357</u>	<u>210,978</u>	<u>176,300</u>

**3. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Nursery and Pre-School Services	<u>206,654</u>	13,357	<u>220,011</u>	<u>199,821</u>

**4. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE**

	Nursery and Pre-School Costs £	Total Funds 2021 £	Total Funds 2020 £
Nursery and Pre-School Services	<u>220,011</u>	<u>220,011</u>	<u>199,821</u>

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**  
**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS *continued***

**YEAR ENDED 30 SEPTEMBER 2021**

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**5.NET INCOMING RESOURCES FOR THE YEAR**

This is stated after charging:

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Depreciation	<u>1,914</u>	<u>1,028</u>
Independent Examiners fee	<u>550</u>	<u>550</u>
Governance Costs	<u>12,366</u>	<u>12,178</u>

**6.STAFF COSTS AND EMOLUMENTS PARTICULARS OF EMPLOYEES**

**Total staff costs were as follows:**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Wages & Salaries	<b>139,909</b>	<b>140,555</b>
Social Security Costs	<b>3,603</b>	<b>2,218</b>
Pension	<u>1,897</u>	<u>1,166</u>
	<u><b>145,409</b></u>	<u><b>143,939</b></u>

**Particulars of employees:**

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

	<b>2021</b>	<b>2020</b>
	<b>No</b>	<b>No</b>
Number of direct staff	<u>13</u>	<u>13</u>

No employee received remuneration of more than £60,000 during the year (2020 - Nil).

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**  
**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS *continued***

**YEAR ENDED 30 SEPTEMBER 2021**

**7. TANGIBLE FIXED ASSETS**

	Freehold Property £	Property Improvements £
<b>COST</b>		
At 1 October 2020		
Additions	450,000	5,580
<b>At 30 September 2021</b>	<b>450,000</b>	<b>5,580</b>
	Freehold Property £	Property Improvements £
<b>DEPRECIATION</b>		
At 1 October 2020	-	349
Charges for the year	-	279
<b>At 30 September 2021</b>	<b>-</b>	<b>628</b>
	Freehold Property £	Property Improvements £
<b>NET BOOK VALUE</b>		
<b>At 30 September 2021</b>	<b>450,000</b>	<b>4,952</b>
At 30 September 2020	450,000	5,231

**TANGIBLE FIXED ASSETS *Cont***

	Equipment £	Fixtures & Fittings £	Computer Equipment £	Total £
<b>COST</b>				
At 1 October 2020	6,377	23,160	515	485,632
Additions	-	-	404	-
<b>At 30 September 2021</b>	<b>6,377</b>	<b>23,160</b>	<b>919</b>	<b>485,632</b>
	Equipment £	Fixtures & Fittings £	Computer Equipment £	Total £
<b>DEPRECIATION</b>				
At 1 October 2020	6,377	21,660	515	28,831
Charges for the year	-	1,500	135	-
<b>At 30 September 2021</b>	<b>6,377</b>	<b>23,160</b>	<b>650</b>	<b>30,466</b>
	Equipment £	Fixtures & Fittings £	Computer Equipment £	Total £
<b>NET BOOK VALUE</b>				
<b>At 30 September 2021</b>	<b>-</b>	<b>-</b>	<b>269</b>	<b>455,221</b>
At 30 September 2020	-	1,500	-	456,730

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**  
**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS *continued***

**YEAR ENDED 30 SEPTEMBER 2021**

**8. DEBTORS**

	2021	2020
	£	£
Trade debtors	1,065	1,119
Prepayments	1,407	1,227
Other Debtors	-	-
PAYE and social security	14,961	7,830
Sundry debtors	<u>1,298</u>	<u>5,168</u>
	<u>18,731</u>	<u>15,344</u>

**9. CREDITORS: Amounts falling due within one year**

	2021	2020
	£	£
Trade creditors	-	1,451
Wages control account	-	5,602
Accruals and deferred income	<u>98,652</u>	<u>80,805</u>
	<u>98,652</u>	<u>87,858</u>

**10. UNRESTRICTED INCOME FUNDS**

	Balance at 1 Oct 2020	Incoming Resources	Outgoing Resources	Balance at 30 Sept 2021
	£	£	£	£
General Funds	<u>110,354</u>	<u>210,978</u>	<u>(220,011)</u>	<u>101,321</u>

**11. ANALYSIS OF FUNDS**

	Tangible Fixed Assets	Net Current Assets	Long Term Liabilities	Total
	£	£	£	£
Unrestricted Income Funds	<u>455,221</u>	<u>(10,438)</u>	<u>(343,462)</u>	<u>101,321</u>
Total Funds	<u>455,221</u>	<u>(10,438)</u>	<u>(343,462)</u>	<u>101,321</u>

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**  
**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS *continued***

**YEAR ENDED 30 SEPTEMBER 2021**

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**12. RELATED PARTY TRANSACTIONS**

The charitable company was under the control of the Trustees throughout the current year.

It was agreed by the board on 1 February 2021 to continue to use annual accounts, bookkeeping and payroll services from R & J Business Solutions. Mrs. J Pyke (Treasurer) is a Director of this Company. During the period under review R & J Business Solutions received £12,916 (including VAT) for their services. (2019: £12,728 including VAT). R&J Business Solutions are heavily involved in Willow's day to day running and prepared all information relating to the sale of the property and planning in addition to their normal services.

**COMPANY LIMITED BY GUARANTEE**

The company is limited by guarantee not having a share capital. The members who are also the Directors and Trustees undertake to contribute to the assets of the company in the event of it being wound up either whilst a member or within one year of their membership ceasing. The maximum contribution required from each member is £1.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**MANAGEMENT INFORMATION**

**YEAR ENDED 30 SEPTEMBER 2021**

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**The following page does not form part of the statutory financial statements which are the subject of the independent examiner's report on pages 9 to 10.**

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**  
**COMPANY LIMITED BY GUARANTEE**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**

**YEAR ENDED 30 SEPTEMBER 2021**

	2021	2020
	£	£
<b>INCOMING RESOURCES FROM CHARITABLE ACTIVITIES</b>		
Fees & SCC Grants	187,112	145,428
Investment income	-	-
Other Grants, sponsorship and sundry income	23,866	30,872
<b>TOTAL INCOMING RESOURCES</b>	<b><u>210,978</u></b>	<b><u>176,300</u></b>
	2021	2020
	£	£
<b>RESOURCES EXPENDED ON CHARITABLE ACTIVITIES</b>		
<b>Nursery and Pre-School Services</b>		
Purchases and Activities	5,860	3,580
Rent	5,500	5,500
Wages and Salaries	139,908	140,555
Employer's NIC	3,603	2,218
Pension	1,897	1,166
Uniform	260	246
Children's snacks	4,222	4,493
Rates and Water	2,923	1,500
Light and Heat	929	797
Repairs and Maintenance	1,309	1,306
Insurance	2,218	2,240
Accountancy, Audit and Bookkeeping	12,916	12,728
Legal and Professional Fees	18,393	4,166
Telephone	680	505
Office Expenses	2,354	1,413
Depreciation	1,914	1,028
Printing, Stationery and Postage	809	892
Staff Training	874	607
Laundry and Cleaning	4,515	4,291
Subscriptions	920	939
Bank Charges	97	201
Computer Software	146	260
Travel		43
Bad debt write off		116
Mortgage interest	7,764	9,031
<b>TOTAL RESOURCES EXPENDED</b>	<b><u>220,011</u></b>	<b><u>199,821</u></b>
<b>NET OUTGOING RESOURCES FOR THE YEAR</b>	<b><u>(9,033)</u></b>	<b><u>(23,521)</u></b>

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**

England & Wales - Charity number 1121726

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# Accounts

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**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
FINANCIAL STATEMENTS  
YEAR ENDED 30 SEPTEMBER 2020**

Company Registration Number 5941901  
Charity Number 1121726

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**FINANCIAL STATEMENTS**

**YEAR ENDED 30 SEPTEMBER 2020**

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<b>CONTENTS</b>	<b>PAGES</b>
Trustees Annual Report	3 - 8
Independent examiner's report to the members	9 - 10
Statement of financial activities (incorporating the Income and Expenditure account)	11
Balance Sheet	12 - 13
Notes to the financial statements	14 - 19
<b>The following pages do not form part of the financial statements</b>	
Detailed statement of financial activities	21

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT**

**YEAR ENDED 30 SEPTEMBER 2020**

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The Trustees have pleasure in presenting their report and the unaudited financial statements of the charitable company for the year ended 30 September 2020.

**REFERENCE AND ADMINISTRATIVE DETAILS**

<b>Registered Charity Name</b>	Willow Nursery and Pre-School Limited
<b>Charity Registration Number</b>	1121726
<b>Company Registration Number</b>	5941901
<b>Registered Office</b>	Charlton Road Shepton Mallet Somerset BA4 5PG

**THE TRUSTEES**

The Trustees who served the charitable company during the period were as follows:

E Rogers (Chairman)	Re-appointed 1 February 2021
J A Pyke (Treasurer)	Re-appointed 1 February 2021
L Tyne (Secretary)	Re-appointed 1 February 2021
E Dukes	Re-appointed 1 February 2021

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT *continued***

**YEAR ENDED 30 SEPTEMBER 2020**

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**STRUCTURE, GOVERNANCE AND MANAGEMENT**

The Company was incorporated on 20 September 2006 and commenced trading on 1 May 2007. It was registered as a charity, number 1121726, on 27 November 2007.

Willow's charitable objects are:

To enhance the development and education of children primarily under statutory school age by providing and/or assisting in the provision of childcare and educational services for the benefit of the community, in particular (without limitation) children of 0-5 years services in the area of Shepton Mallet.

It is the responsibility of the Trustees to ensure that Willow Nursery and Pre-School Limited complies with its aims and is managed correctly.

All Parents and Carers are invited prior to our AGM to stand for election to the Trustees. Places on the Board are also open to members of the wider community, if they wish to stand. We aim to encourage membership of the Board that is representative both of Parents and Carers, and the wider community, where this is of benefit to Willow Nursery and Pre-School Limited. (For Example, to provide access to professional expertise that is not available via the current Board, or to provide access to professional expertise that is not available via the current Board, or to provide linkages to other settings or businesses that could improve ways of working.)

Willow Nursery and Pre-School Limited is registered with Ofsted and receives funding from the Government for eligible 2, 3 & 4 year olds to attend part-time sessions. The County Council pay the charitable company directly, up to the maximum number of hours allocated to each funding period. We also work closely with Children's Social Care and when possible keep one space free in each building to provide emergency childcare if requested.

**Risk Assessment**

The Trustees regularly review all types of risk and make contingencies for systematic risk. Operating risks that can be measured are controlled and monitored. In addition, the Trustees regularly review the risks to which children and staff within Willow Nursery and Pre-School Limited is exposed, to ensure that the systems are in place to mitigate exposure to those risks.

All members of Staff, Trustees, Students and Volunteers all have an enhanced DBS disclosure, we have accident and incident forms for children, staff and any adult on the premises, medication authorisation forms are filled in by parents prior to any medications being administered.

All parents sign a contract prior to their child starting which lists any medical/health problems, allergies/sensitivities, any regular medication, food intolerances/sensitivities or foods forbidden by religion of culture or special needs.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT *continued***

**YEAR ENDED 30 SEPTEMBER 2020**

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There are also sections for permission to take photographs (for use within the Nursery and our Website and local/national papers), walks within the local community, for staff to apply creams (i.e. sun cream and sudacrem) and for staff to change the child's clothing.

The Parents also sign to authorise staff to seek medical treatment in their absence.

We have an incoming information book, in which parents inform us of any accidents etc. That the child may have had at home.

The Trustees are consulted on any expenditure, or any repairs to the building, that are not part of the day to day expenses needed to run the group. Signatories for the bank account are the Chair & Treasurer both signatures are required to authorise cheques.

**OBJECTIVES AND ACTIVITIES**

The charitable objects of Willow Nursery and Pre-School Limited are to enhance the development and education of Children primarily under statutory school age by providing and/or assisting in the provision of childcare and educational services for the benefit of the community, in particular (without limitation) children aged between 0-5 years in the area of Shepton Mallet.

Our first objective is to provide a safe, stimulating environment for children attending Willow Nursery and Pre-School to grow and thrive.

We employ qualified staff to meet the Early Years Foundation Stage educational requirements, and we encourage all staff to identify training opportunities that ensure continuous professional development. The Trustees assesses training requests regularly and approves almost all requests for training.

Willow Nursery and Pre-School Limited also offer work placements for appropriate students working towards a Childcare qualification. We currently have one work placement student who started in September 2017.

Our second objective is to provide affordable, high quality childcare. All staff with key children hold or are working towards early years' foundation stage.

Costs and suppliers are reviewed to identify savings, and savings are either re-invested to maintain and improve the quality of learning and play equipment, saved for our building fund or used to off-set fee increases.

**Public Benefit**

In shaping our objectives for the year and planning our activities the Trustees have considered the Charity Commission's guidance on public benefit.

We reserve a space for emergency placements. These places are usually subsidised by the County Council.

We review our fees annually and only increase them if necessary.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT *continued***

**YEAR ENDED 30 SEPTEMBER 2020**

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**ACHIEVEMENTS AND PERFORMANCE**

We have maintained working conditions for staff through:

- Managing flexible returns to work for all staff on maternity leave.
- Considering frequent requests to change contracted hours
- Team Building days out
- Not making any redundancies throughout the pandemic.

We have not been able to fundraise anywhere near what we were hoping due to the restrictions of the pandemic. This year we raised a total of £2,308 (2019 4,439).

We continue to hold strong governance and Trustees – staff relations following the AGM in February 2021, by:

- The election of a strong Board
- Holding joint events for staff and Board members
- Encouraging staff attendance at committee meetings
- Increasing the involvement and visibility of Board members day-to-day

**FINANCIAL REVIEW**

The charitable company has seen a large decrease in incoming resources to £176,300, from £240,980. This is an extraordinary reduction as a result of the pandemic and the needs and attitudes of our parents. We consider this to be isolated. We haven't lost any children on role and once we can return to normal income should rise considerably. We still maintain to be the busiest Nursery in Shepton Mallet and have waiting lists or are full on most days for the 2021 Academic year. 50% of our income is privately sourced and not funded.

Resources expended have fallen to £192,326 from £240,631 (2019). In many ways our costs have increased dramatically, for example cleaning. We have also still had to pay for the mortgage on our empty building as planning permission was delayed due to Covid and we still incur the architects fees. The fall is largely due to the reduction in wages as many staff were on furlough.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**

**COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT *continued***

**YEAR ENDED 30 SEPTEMBER 2020**

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**Policy on Reserves**

The charitable company aims to maintain free reserves that are available for its general purposes, i.e. those funds that are not restricted, designated or otherwise committed, at a level that is reasonably likely to facilitate sustainability of its activities over the ensuing 12 months.

In May 2019 Willow purchased a large plot and building to move into once we have approved planning and developed the site will be used for the nursery and pre-school. This purchase has resulted in the large surplus of reserves being used as the deposit for the purchase.

**PLANS FOR FUTURE PERIODS**

The new Trustees, elected in February 2021, are in the process of setting a clear future direction for Willow Nursery and Pre-School Limited, that will ensure that the charitable company is, and continues to be, a going concern, and that it is well run and delivering its charitable outcomes, as stipulated by the Charities Commission.

The Trustees have been made very aware that the need for early years child care around Shepton Mallet is great. County Council will not allow Willow to close as there is such a demand for early years childcare.

We have managed to secure planning for the new site and are now heavily invested in grant funding applications for the build of our new home.

**RESPONSIBILITIES OF THE TRUSTEES**

The Trustees (who are also the Directors of Willow Nursery and Pre-School Limited for the purposes of company law) are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and regulations.

Company law requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and the income and expenditure of the charitable company for that period.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**

**COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT *continued***

**YEAR ENDED 30 SEPTEMBER 2020**

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In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities SORP and FRS 102
- Make judgements and accounting estimates that are reasonable and prudent
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**INDEPENDENT EXAMINER**

Mr R Pyke of R & J Business Solutions Ltd has been appointed as independent examiner for the ensuing year.

**SMALL COMPANY PROVISIONS**

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

Registered Office:

Charlton Road  
Shepton Mallet  
Somerset  
BA4 5PG

Signed on behalf of Trustees:

  
E Rogers

Chairman

  
J Pyke

Treasurer

Date: 25/6/2021

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**

**COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF WILLOW NURSERY AND PRE-SCHOOL LIMITED**

**YEAR ENDED 30 SEPTEMBER 2020**

---

I report on the accounts of the charitable company for the year ended 30 September 2019 set out on pages 11 to 18.

**RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND INDEPENDENT EXAMINER**

The charitable company's Trustees (who are also the directors of Willow Nursery and Pre-School Limited for the purposes of company law) are responsible for the preparation of the accounts. The charitable company'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.

Having satisfied myself that the charitable company is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- 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 STATEMENT**

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 charitable company 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 section 130 of the charities act 2011; 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

WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE

INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF WILLOW NURSERY AND PRE-SCHOOL  
LIMITED *continued*

**YEAR ENDED 30 SEPTEMBER 2020**

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



Mr Robert Pyke AFA MIPA  
R & J Business Solutions  
North Street  
Langport  
TA10 9RL

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE  
ACCOUNT)**

**YEAR ENDED 30 SEPTEMBER 2020**

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
<b>INCOMING RESOURCES</b>					
Incoming resources from charitable activities	2	154,668	21,632	176,300	240,747
Investment income			-		233
<b>TOTAL INCOMING RESOURCES</b>		<b><u>154,668</u></b>	<b><u>21,632</u></b>	<b><u>176,300</u></b>	<b><u>240,980</u></b>
<b>RESOURCES EXPENDED</b>					
Charitable activities	3/4	(158,516)	(21,632)	(179,338)	(227,147)
Governance costs	5	(12,178)		(12,988)	(13,214)
<b>TOTAL RESOURCES EXPENDED</b>		<b><u>(170,694)</u></b>	<b><u>(21,632)</u></b>	<b><u>(192,326)</u></b>	<b><u>(240,631)</u></b>
<b>NET (OUTGOING) RESOURCES FOR THE YEAR/NET (EXPENDITURE) FOR THE YEAR</b>					
<b>RECONCILIATION OF FUNDS</b>		(16,026)	-	(16,026)	349
Total funds brought forward		<u>128,247</u>		<u>128,247</u>	<u>127,898</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b><u>112,221</u></b>	<b>-</b>	<b><u>112,221</u></b>	<b><u>128,247</u></b>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 14 to 18 form part of these financial statements.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**BALANCE SHEET**

**YEAR ENDED 30 SEPTEMBER 2020**

		2020 £	2019 £
<b>FIXED ASSETS</b>			
Tangible assets	7	456,730	457,759
<b>CURRENT ASSETS</b>			
Debtors	8	15,467	14,846
Cash at bank and in hand		<u>79,039</u>	<u>38,835</u>
		<u>94,506</u>	<u>53,681</u>
<b>CREDITORS: Amounts falling due within one year</b>	9	(93,610)	(70,896)
<b>NET CURRENT ASSETS</b>		896	17,215
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>457,626</u>	<u>440,544</u>
<b>LONG TERM LIABILITIES</b>		<u>345,405</u>	<u>312,297</u>
<b>NET ASSETS</b>		<u>112,221</u>	<u>128,247</u>
<b>FUNDS</b>			
Unrestricted income funds	10	<u>112,221</u>	<u>128,247</u>
<b>TOTAL FUNDS</b>			

The notes on pages 14 to 18 form part of these financial statements.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**

**COMPANY LIMITED BY GUARANTEE**

**BALANCE SHEET *continued***

**YEAR ENDED 30 SEPTEMBER 2020**

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The Trustees are satisfied that the charitable company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

The Trustees acknowledge their responsibilities for:

- i. ensuring that the charitable company keeps adequate accounting records which comply with section 386 of the Act, and
- ii. preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

These financial statements were approved by the members of the committee on the 25/06/2021 and are signed on their behalf by:



**E Rogers (Chairman)**



**J A PYKE (TREASURER)**

Company Registration Number: 5941901

The notes on pages 14 to 18 form part of these financial statements.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 30 SEPTEMBER 2020**

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**1. ACCOUNTING POLICIES**

**Basis of Accounting**

The financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards, the Statement of Recommended Practice "Accounting and Reporting by Charities" in accordance with the financial reporting standard applicable in the UK (FRS 102) issued on 16 July 2014 and the Companies Act 2006, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

**Incoming Resources**

Grant income is recognised in the period specified by the donor. Grants awarded for the performance of a charitable service or the production of charitable goods are recognised as incoming resources from charitable activities. Other grants received are recognised as voluntary income.

**Fund Accounting**

Unrestricted funds can be used in accordance with the charitable objects at the discretion of the Trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charitable company. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes, expenditure that meets these criteria is charged to the fund.

**Resources Expended**

Resources expended are recognised in the period they are incurred and include any attributable VAT which cannot be recovered.

Costs which are directly attributable to meeting charitable objects are classified as provision of charitable services. These costs are directly allocated to activities.

Costs which are indirectly attributable to meeting charitable objectives are classified as support costs. Such support costs are allocated to activities based on an approximation of support staff time.

Costs associated with the general running of the charitable company which are not attributable to meeting charitable objects are classified as governance costs.

**Fixed Assets**

All fixed assets are initially recorded at cost.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**  
**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS *continued***

**YEAR ENDED 30 SEPTEMBER 2020**

**1. ACCOUNTING POLICIES *continued***

**Depreciation**

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Property Improvements	- 5% straight line
Equipment	- 25% straight line
Fixtures & Fittings	- 20% straight line
Computer Equipment	- 1/3 straight line

**2. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Fees & SCC Grants	145,428		145,428	240,747
Other grants, sponsorship and sundry income	<u>9,240</u>	<u>21,632</u>	<u>30,872</u>	<u>233</u>
	<u>154,668</u>	<u>21,632</u>	<u>176,300</u>	<u>240,980</u>

**3. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Nursery and Pre-School Services	<u>170,694</u>	21,632	<u>192,326</u>	<u>240,631</u>

**4. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE**

	Nursery and Pre-School Costs £	Total Funds 2020 £	Total Funds 2019 £
Nursery and Pre-School Services	<u>192,326</u>	<u>192,326</u>	<u>240,631</u>

WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS *continued*

YEAR ENDED 30 SEPTEMBER 2020

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5. NET INCOMING RESOURCES FOR THE YEAR

This is stated after charging:

	2020	2019
	£	£
Depreciation	<u>1,028</u>	819
Independent Examiners fee	<u>550</u>	<u>550</u>
Governance Costs	<u>12,178</u>	<u>12,664</u>

6. STAFF COSTS AND EMOLUMENTS PARTICULARS OF EMPLOYEES

Total staff costs were as follows:

	2020	2019
	£	£
Wages & Salaries	140,555	154,691
Social Security Costs	2,218	4,492
Pension	<u>1,166</u>	<u>1,102</u>
	<u>143,939</u>	<u>160,285</u>

Particulars of employees:

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

	2020	2019
	No	No
Number of direct staff	<u>13</u>	<u>16</u>

No employee received remuneration of more than £60,000 during the year (2019 - Nil).

WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS *continued*

YEAR ENDED 30 SEPTEMBER 2020

7. TANGIBLE FIXED ASSETS

	Freehold Property £	Property Improvements £
<b>COST</b>		
At 1 October 2019		
Additions	450,000	5,580
At 30 September 2020	450,000	5,580
	Freehold Property £	Property Improvements £
<b>DEPRECIATION</b>		
At 1 October 2019	-	70
Charges for the year	-	279
At 30 September 2020	-	349
<b>NET BOOK VALUE</b>		
At 30 September 2020	450,000	5,231
At 30 September 2019	450,000	5,510

TANGIBLE FIXED ASSETS *Cont*

	Equipment £	Fixtures & Fittings £	Computer Equipment £	Total £
<b>COST</b>				
At 1 October 2019	6,377	23,160	515	485,632
Additions	-	-	-	-
At 30 September 2020	6,377	23,160	515	485,632
	Equipment £	Fixtures & Fittings £	Computer Equipment £	Total £
<b>DEPRECIATION</b>				
At 1 October 2019	6,377	20,911	515	27,803
Charges for the year	-	749	-	1,028
At 30 September 2020	6,377	21,660	515	28,831
<b>NET BOOK VALUE</b>				
At 30 September 2020	-	1,500	-	456,730
At 30 September 2019	-	2,249	-	457,759

WILLOW NURSERY AND PRE-SCHOOL LIMITED  
 COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS *continued*

YEAR ENDED 30 SEPTEMBER 2020

8. DEBTORS

	2020	2019
	£	£
Trade debtors	1,119	5,433
Prepayments	1,227	1,227
Other Debtors	-	-
PAYE and social security	7,830	6,842
Sundry debtors	<u>5,291</u>	<u>1,343</u>
	<u>15,467</u>	<u>14,846</u>

9. CREDITORS: Amounts falling due within one year

	2020	2019
	£	£
Trade creditors	1,451	1,882
Wages control account	11,354	11,115
Accruals and deferred income	<u>80,805</u>	<u>57,898</u>
	<u>93,610</u>	<u>70,896</u>

10. UNRESTRICTED INCOME FUNDS

	Balance at 1 Oct 2019	Incoming Resources	Outgoing Resources	Balance at 30 Sept 2020
	£	£	£	£
General Funds	<u>128,247</u>	<u>176,300</u>	<u>(192,326)</u>	<u>112,221</u>

11. ANALYSIS OF FUNDS

	Tangible Fixed Assets	Net Current Assets	Long Term Liabilities	Total
	£	£	£	£
Unrestricted Income Funds	<u>456,730</u>	<u>896</u>	<u>(345,405)</u>	<u>112,221</u>
Total Funds	<u>456,730</u>	<u>896</u>	<u>(345,405)</u>	<u>112,221</u>

**WILLOW NURSERY AND PRE-SCHOOL LIMITED**  
**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS *continued***

**YEAR ENDED 30 SEPTEMBER 2020**

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**12. RELATED PARTY TRANSACTIONS**

The charitable company was under the control of the Trustees throughout the current year.

It was agreed by the board on 1 February 2021 to continue to use annual accounts, bookkeeping and payroll services from R & J Business Solutions. Mrs. J Pyke (Treasurer) is a Director of this Company. During the period under review R & J Business Solutions received £12,728 (including VAT) for their services. (2019: £13,214 including VAT). R&J Business Solutions are heavily involved in Willow's day to day running and prepared all information relating to the new property purchase and planning in addition to their normal services.

**COMPANY LIMITED BY GUARANTEE**

The company is limited by guarantee not having a share capital. The members who are also the Directors and Trustees undertake to contribute to the assets of the company in the event of it being wound up either whilst a member or within one year of their membership ceasing. The maximum contribution required from each member is £1.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**MANAGEMENT INFORMATION**

**YEAR ENDED 30 SEPTEMBER 2020**

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The following page does not form part of the statutory financial statements which are the subject of the independent examiner's report on pages 9 to 10.

**WILLOW NURSERY AND PRE-SCHOOL LIMITED  
COMPANY LIMITED BY GUARANTEE**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**

**YEAR ENDED 30 SEPTEMBER 2020**

	2020	2019
	£	£
<b>INCOMING RESOURCES FROM CHARITABLE ACTIVITIES</b>		
Fees & SCC Grants	145,428	224,818
Investment income	-	233
Other Grants, sponsorship and sundry income	30,872	15,929
<b>TOTAL INCOMING RESOURCES</b>	<b><u>176,300</u></b>	<b><u>240,980</u></b>
	2020	2019
	£	
<b>RESOURCES EXPENDED ON CHARITABLE ACTIVITIES</b>		
<b>Nursery and Pre-School Services</b>		
Purchases and Activities	3,580	8,507
Rent	5,500	5,500
Wages and Salaries	140,555	154,691
Employer's NIC	2,218	4,492
Pension	1,166	1,102
Uniform	246	217
Children's snacks	4,493	9,415
Rates and Water	1,500	1,574
Light and Heat	797	1,689
Repairs and Maintenance	1,306	760
Insurance	2,240	1,457
Accountancy, Audit and Bookkeeping	12,728	13,214
Legal and Professional Fees	4,166	20,577
Telephone	505	972
Office Expenses	1,413	3,669
Depreciation	1028	819
Printing, Stationery and Postage	892	193
Staff Training	607	11
Laundry and Cleaning	4,291	2,423
Subscriptions	939	324
Bank Charges	201	2,539
Computer Software	260	260
Travel	43	189
Bad debt write off	116	2,598
Mortgage interest	1,536	3,439
<b>TOTAL RESOURCES EXPENDED</b>	<b><u>192,326</u></b>	<b><u>240,631</u></b>
<b>NET OUTGOING RESOURCES FOR THE YEAR</b>	<b><u>(16,026)</u></b>	<b><u>349</u></b>

