



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	01	2022		31	12	2022

Section A Reference and administration details

Charity name

PLUMSTEAD MANOR NURSERY

Other names charity is known by

Registered charity number (if any) 1129021

Charity's principal address

OLD MILL ROAD

PLUMSTEAD COMMON

LONDON

Postcode

SE18 1QF

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Mrs Lee Ott	Chairperson		
2	Mrs Lynn Whitlock	Ass. Manageress of Nursery		
3	Mrs Julie Torrison	Manager of Nursery		
4	Mrs Jean Reader	Treasurer		
5	Mrs Sarah Mckibbin	Member		
6	Mrs Margeret Fry	Member		
7	Mrs Sarah Clark	Member		
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	CONSTITUTION
How the charity is constituted (eg. trust, association, company)	TRUST
Trustee selection methods (eg. appointed by, elected by)	ELECTED BY AGM

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The aim of the pre-school is to enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups.

The nursery has done remarkably well despite all the troubles and problems of the last few years. The new treasurer is a school teacher by profession so she obviously believes in education and I feel sure she will support Julie Torrison, our manageress, to the hilt.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

The numbers of children that applied for places at the nursery in September did dip but it looks as if the New Year will see the numbers increase. The nursery has a good reputation and is now something of an institution, having occupied that corner of the common for so many years,

Section E

Financial review

Brief statement of the charity's policy on reserves

It is the policy of the Charity to maintain sufficient unrestricted funds to cover management and administration costs for a period of a least three months.

When decided the level of reserves, the trustees take into consideration the forecasts for levels of income and expenditure for the coming year, the reliability of each source of income and prospects for opening up new sources.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F

Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Karen Leo	
Position (eg Secretary, Chair, etc)	Treasurer	
Date	10/03/2025	



CHARITY COMMISSION FOR ENGLAND AND WALES	Charity Name	No (if any)
	Plumstead Manor Nursery	1129021

Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	01/01/2022		31/12/2022

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
FEES	40,424	-	-	40,424	26,242
GRANTS	147,461	-	-	147,461	171,440
INTEREST RECEIVED	1,672	-	-	1,672	4
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	189,557	-	-	189,557	197,686
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	189,557	-	-	189,557	197,686
A3 Payments					
ACCOUNTANCY	1,450	-	-	1,450	2,900
OTHER DIRECT COSTS	3,764	-	-	3,764	1,036
BANK CHARGES	113	-	-	113	101
HYGIENE/CLEANING	384	-	-	384	91
OFFICE	10,258	-	-	10,258	12,295
PENSIONS	4,797	-	-	4,797	4,938
RENT	8,000	-	-	8,000	-
SUNDRY	250	-	-	250	1,307
TEMPORARY STAFF & TRAINING	1,631	-	-	1,631	432
WAGES	150,935	-	-	150,935	136,688
Sub total	181,582	-	-	181,582	159,788
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	181,582	-	-	181,582	159,788
Net of receipts/(payments)	7,975	-	-	7,975	37,898
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	362,344	-	-	362,344	-
Cash funds this year end	370,319	-	-	370,319	37,898

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds CCXX R1 accounts (SS)	CURRENT ACCOUNT 1	212,752	-	11/03/2025 -

DEPOSIT ACCOUNT	39,972	-	-
NATIONWIDE ACCOUNT	113,390		
TREASURERS ACCOUNT	4,205	-	-
Total cash funds	370,319	-	-

(agree balances with receipts and payments account(s))

OK	OK	OK
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Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
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B2 Other monetary assets

Details			
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

B3 Investment assets

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

B4 Assets retained for the charity’s own use

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

B5 Liabilities

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

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

Signature	Print Name	Date of approval
<div>Signed by: Karen Leo</div>	Karen Leo	11/03/2025



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
PLUMSTEAD MANOR NURSERY

**On accounts for the year
ended**

31 DECEMBER 2022

**Charity no
(if any)**

1129021

Set out on pages

CC16a page no.1 and 2.

(remember to include the page numbers of additional sheets)

**Respective
responsibilities of
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities 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 general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the 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 (other than that disclosed below *)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

DocuSigned by:
Alan McCappin
919CAB5A70E54E6..

Date: 01/03/2024

Name:

Alan McCappin BA(Hons) FCCA

**Relevant professional
qualification(s) or body**

Association of Chartered Certified Accountants

(if any):

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Address:

BRADLEYS ACCOUNTANTS

81 BELLEGROVE ROAD

WELLING, KENT DA16 3PG

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose.