



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01	Month 01	Year 2024		Day 31	Month 12	Year 2024

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 Diane O'Neill	Chairperson		
2	Ms Karen Leo	Treasurer		
3	Mrs Leigh Ott	Secretary		
	Mrs Julie Torrison	Manager of Nursery		
4	Mrs Linda Whitelock	Ass. Manager of Nursery		
5	Mrs Sarah Mckibbin	Member		
6	Mrs Sheena Bethell	Member		
7	Ms Trica Charles	Member		
8	Mrs Marion Harbord	Member		
9	Sophie Downham	Member	01/12/2024	
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

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

As a nursery within a thriving and diverse community serving South East London our main objective is to provide a nurturing and strong educational setting that equips all students with the skills and knowledge to act as a stepping stone into primary education.

We are a nursery that caters for students that are between the ages of 2 and 5 years old and are accepting of private funding as well as the 15 and 30 free hour Government funded schemes. We are flexible with our hour allocations avoiding parents being restricted to placements only in the morning/afternoon based on funding and allow parents to top-up outside of their funded hours.

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.

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Plumstead Manor Nursery was inspected by Ofsted on 20th July 2023 and received a Good rating. Highlights of the report include praise for 'Children are engaged and focused within their chosen activities. They show high levels of concentration and follow instructions carefully'.

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

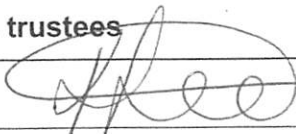
Section G

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

8/10/25



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name Plumstead Manor Nursery	No (if any) 1129021
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CC16a

Receipts and payments accounts

For the period from	Period ending 01/01/2024	To	Period end date 31/12/2024
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
FEES	54,224	-	-	54,224	42,217
GRANTS	182,321	-	-	182,321	152,816
INTEREST RECEIVED	5,485	-	-	5,485	3,934
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	242,030	-	-	242,030	198,967
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	242,030	-	-	242,030	198,967
A3 Payments					
ACCOUNTANCY	-	-	-	-	-
OTHER DIRECT COSTS	9,127	-	-	9,127	4,346
BANK CHARGES	106	-	-	106	93
HYGIENE/CLEANING	403	-	-	403	403
OFFICE	6,761	-	-	6,761	5,929
PENSIONS	5,750	-	-	5,750	6,700
RENT	-	-	-	-	-
REPAIRS & MAINTAINENCE	-	-	-	-	12,752
SUNDRY	360	-	-	360	1,831
TEMPORARY STAFF & TRAINING	17,571	-	-	17,571	5,795
WAGES	154,626	-	-	154,626	150,000
Sub total	194,704	-	-	194,704	187,849
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	194,704	-	-	194,704	187,849
Net of receipts/(payments)	47,326	-	-	47,326	11,118
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	381,437	-	-	381,437	370,319
Cash funds this year end	428,763	-	-	428,763	381,437

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds				
Cash and bank accounts (SS)	CURRENT ACCOUNT 1	261,777	-	08/10/2025 -

DEPOSIT ACCOUNT	40,804	-	-
NATIONWIDE ACCOUNT	121,977	-	-
TREASURERS ACCOUNT	4,205	-	-
Total cash funds	428,763	-	-

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

OK

OK

OK

B2 Other monetary assets

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

B3 Investment assets

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

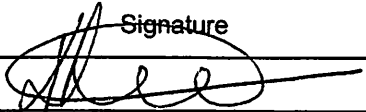
B4 Assets retained for the charity's own use

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

B5 Liabilities

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

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

Signature	Print Name	Date of approval
	Karen Leo	8/10/25



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 2024

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:

Date: 01/10/2025

Name:

Alan McCappin BA(Hons) FCCA

Relevant professional
qualification(s) or body

Association of Chartered Certified Accountants

(if any):

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.