



## Trustees' Annual Report for the period

From 01/09/2020 Period start date To 31/08/2021 Period end date

**Charity name:** Hambledon Nursery School Limited

**Charity registration number:** 1151174

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To promote education and in particular run a nursery school.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The provision of nursery school education for 2-5 year old children.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	No grants are made. However the fees for children in special circumstances may, exceptionally, be reduced, with the approval of the Trustees.
Policy on social investment including program related investment	Para 1.38	n/a
Contribution made by volunteers	Para 1.38	The school has no voluntary staff. From time to time external volunteers contribute to particular sessions (drama; music etc).
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Hambledon Nursery School has come well through a challenging 2020/21 year, fully meriting its Outstanding Ofsted rating.</p> <p>The year, once again, was overshadowed, as it was for everyone, by Coronavirus. It has been the underlying strengths of the school – the ability and dedication of its teaching and administrative staff and the focus on the individual care provided to each child – that have enabled us to cope as well as it was possible to with the continual succession of challenges that came our way.</p> <p>We conformed closely throughout with all the various, and varying, guidelines, strongly supported by parents and carers, and benefitted greatly from the extensive outdoor space we have available, and the scope to flex the use of the classrooms and facilities in our Victorian building. By reacting quickly and well to circumstances – closing a few days early for Xmas, reducing some classroom capacity for part of the Spring Term, and limiting visitor access to the school - we were very pleased to be able to remain open as a school for the whole of the academic year.</p> <p>Financially it was a year to be prudent, and we paused some planned capital expenditure. We have ended the year in good financial shape though, and these projects will restart next year.</p> <p>Over the year all the small children in our care were looked after with provision tailored to each one's needs, with families kept apprised of progress through regular evaluations – features of the school that underlie our Outstanding Ofsted rating.</p> <p>As ever, support for young families in adversity is always considered by the Trustees. Looking ahead, this will extend to nursery-age children of any Ukrainian refugees hosted locally.</p> <p>The school is highly valued within the village community, and has the support of the village's Community Fund. The school also has strong links with the village church, while remaining inclusive to all.</p>

		Looking ahead now it is clear that the pandemic is receding, and we are seeing things returning to close to normal. Over 2020/21 though the school, through the efforts of its staff and the support of parents and carers, has done an outstanding job of managing a year of exceptional challenge.
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**Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The school recorded a small loss for the year as a result of the challenges of the continuing pandemic situation but managed to retain all staff and the quality of provision. The continued payment of the Early Years grant from Surrey County Council has allowed the nursery school to retain a relatively strong financial position.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are held; for capital investment and to maintain our Victorian building and grounds; to cover short term spikes in operational cash flows, including supporting key stakeholders (such as parents and staff when appropriate); and as a safety contingency against any significant or prolonged downturn in financial performance.
Amount of reserves held	Para 1.22	As per the most recently filed Accounts the school's surplus reserves are around £86,500, being our cash balance less working capital requirements. These reserves represent around one third of annual operating costs.
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	n/a

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The principal sources of funds are the fees received from parents, and the Early Years funding support from Surrey County Council. In addition there are small-scale parent/staff-led fundraising activities.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	We face the same general risks as any other fee-funded school. We are very conscious of what they are and manage them well (see below).
Other		

## Structure, Governance and Management

Description of charity's trusts:		Trust Deed
Type of governing document (trust deed, royal charter)	Para 1.25	Articles of Association
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Company Limited by guarantee
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	3 appointed by existing trustees/directors 1 appointed by Hambledon Parish Council 1 appointed by the Rector of St Peter's Church Hambledon

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	Strong links are maintained with Surrey County Council Early Years and Childcare and with other schools in the area.
Other		<p>The Trustees, along with the Head Teacher and School Secretary meet as a management team twice per term.</p> <p>All matters relating to the management of the school, including educational provision, staffing and staff training, budgeting and financial reporting and strategic planning issues are dealt with at these meetings.</p> <p>A risk register is in place and is formally reviewed annually. Health and Safety risks are assessed by the Head Teacher. Financial risks are monitored by the Treasurer, major building maintenance projects are reviewed in committee at least annually.</p>

## Reference and Administrative details

Charity name	Hambledon Nursery School Limited
Other name the charity uses	Hambledon Nursery School
Registered charity number	1151174
Charity's principal address	Rock Hill Hambledon Road Hambledon Surrey GU8 4DR

**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	David Evans	Chairman		
2	George Edmund Wood	Treasurer		
3	Joanne Bell			
4	Simon Willetts			Ex officio Hambledon Parish Church, Hambledon
5	Stewart Payne			Ex officio Hambledon Parish Council
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Corporate trustees – names of the directors at the date the report was approved		
Director name		
David Evans	Chairman	
George Edmund Wood	Treasurer	
Joanne Bell		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser

Name

Address


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

Kate Walford, Head Teacher  
Stephanie Campbell, School Secretary

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information


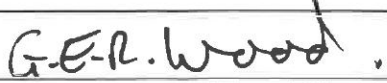
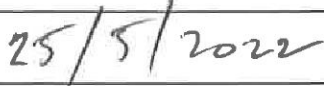
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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	David J Evans	George Edmund Richard Wood
Position (eg Secretary, Chair, etc)	Chairman	Treasurer
Date		

**HAMBLEDON NURSERY SCHOOL LIMITED**

**CHARITY AND COMPANY LIMITED BY GUARANTEE**

**UNAUDITED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31<sup>ST</sup> AUGUST 2021**

**REGISTERED OFFICE:** Rock Hill  
Hambledon  
Godalming  
Surrey  
GU8 4DR

**CHARITY REGISTRATION NUMBER: 1151174**

**COMPANY NUMBER: 08148564 (England and Wales)**

**HAMBLEDON NURSERY SCHOOL LIMITED**

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FOR THE YEAR ENDED 31<sup>ST</sup> AUGUST 2021**

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**HAMBLEDON NURSERY SCHOOL LIMITED**

**DIRECTORS' REPORT  
FOR THE YEAR ENDED 31<sup>ST</sup> AUGUST 2021**

**Activities**

The principal activity of the Company is the provision of nursery school education for 2 to 5 year old children.

**Achievements and performance**

The Company recorded a loss of £788 in the year. The Covid-19 pandemic, and the resulting closure of the school for part of the year, impacted performance.

**Directors and Trustees**

The directors who served during the year, and up to the date of this report, were:

J E Bell  
D J Evans  
G E R Wood

In addition to the directors listed above, the following served as trustees of the charity during the year, and up to the date of this report:

S Payne  
S Willetts

**Directors' and trustees' remuneration**

None of the directors or trustees received any remuneration for their services during the year.

On behalf of the board of directors



David Evans  
2<sup>nd</sup> May 2022

**HAMBLEDON NURSERY SCHOOL LIMITED**

**BALANCE SHEET as at 31<sup>ST</sup> AUGUST 2021**

	Notes	2021	2020
		£	£
<b>FIXED ASSETS</b>			
Freehold land and school building		57,083	57,083
<b>CURRENT ASSETS</b>			
Debtors	3	965	17
Cash at bank and in hand		<u>113,046</u>	<u>100,107</u>
		114,011	100,124
<b>CURRENT LIABILITIES,</b>			
Creditors	4	(27,517)	(12,842)
<b>NET CURRENT ASSETS</b>		<u>86,494</u>	<u>87,282</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		143,577	144,365
<b>NET ASSETS</b>		<u>143,577</u>	<u>144,365</u>
<b>FUNDS</b>			
Unrestricted funds	5	143,577	144,365
<b>TOTAL FUNDS</b>		<u>143,577</u>	<u>144,365</u>

The Company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st August 2021.

No notice has been deposited under Section 476 of the Companies Act 2006 requiring the Company to obtain an audit of its financial statements for the year ended 31st August 2021.

The directors acknowledge their responsibilities for:

(a) ensuring that the Company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006; and

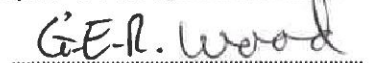
(b) preparing financial statements which give a true and fair view of the state of affairs of the Company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the Company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the directors and trustees on 2<sup>nd</sup> May 2022 and were signed on its behalf by:



David Evans – Chairman



Edmund Wood – Treasurer

The notes on pages 5 to 7 form part of these financial statements

**HAMBLEDON NURSERY SCHOOL LIMITED**

**STATEMENT OF FINANCIAL ACTIVITIES  
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31<sup>ST</sup> AUGUST 2021**

	Notes	2021	2020
		Unrestricted Funds	
		£	£
<b>INCOMING RESOURCES</b>			
Fees		212,958	181,605
Registration Fees		510	1,050
Government Grants		1,152	29,847
Interest received		41	159
Sundry Income		1,244	542
<b>TOTAL INCOMING RESOURCES</b>		<b>215,905</b>	<b>213,203</b>
<b>RESOURCES EXPENDED</b>			
Salaries	6	178,280	172,376
Pensions		1,619	1,585
Bank Charges		85	60
Classroom Resources		4,099	3,414
Gardening		210	225
Cleaning		4,467	3,233
Waste Removal		1,364	1,173
Heat		2,253	929
Light		1,515	929
Water		719	252
Telephone		914	1,369
Repairs and Maintenance		7,767	5,291
Sundry Expenditure		1,763	2,025
Insurance		1,991	1,975
Rates		75	630
Consumables		4,629	3,450
Office Supplies		4,095	3,538
Pest Control		384	485
Training		464	526
<b>TOTAL RESOURCES EXPENDED</b>		<b>216,693</b>	<b>203,465</b>
<b>NET INCOMING RESOURCES FOR THE YEAR</b>		<b>(788)</b>	<b>9,738</b>
		£	
<b>TOTAL FUNDS BROUGHT FORWARD</b>		<b>144,365</b>	<b>134,627</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>143,577</b>	<b>144,365</b>

The notes on pages 5 to 7 form part of these financial statements

## **HAMBLEDON NURSERY SCHOOL LIMITED**

### **NOTES TO THE ACCOUNTS FOR THE YEAR TO 31<sup>ST</sup> AUGUST 2021**

#### **1. ACCOUNTING POLICIES**

##### **(a) Accounting convention**

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015), the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities" as revised in 2008 and the Companies Act 2006.

##### **(b) Incoming resources**

Incoming resources, which primarily represents fee income from the provision of educational services, are recognised in the year in which the services are provided, and grant income is recognised in the year to which the grant relates.

##### **(c) Resources expended**

All expenditure is accounted for on an accruals basis and resources expended are recognised in the year in which goods or services are received.

##### **(d) Fixed assets**

The freehold land (which includes the car park) and school building is stated at its original cost. Freehold land is not depreciated as it is considered to have an indefinitely long useful life. The school building is not depreciated as its historical cost is not separately identifiable from that of the freehold land.

##### **(e) Fund Accounting**

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the company.

#### **2. STATUS OF COMPANY**

The Company was incorporated on 18<sup>th</sup> July 2012, but did not commence operations until 1<sup>st</sup> September 2013, when the existing unincorporated organisation (known as Hambledon Nursery School – Charity registration number 288957) ceased its provision of nursery school services and transferred, as a donation, its assets and liabilities to the Company.

The Company has no share capital and is incorporated as a company limited by guarantee. Under the terms of the Articles of Association the directors are each liable to contribute to the company the maximum sum of £10 in the event of the Company winding up.

The Company is a registered charity and has registered corporation tax exempt status with the tax authorities.

**HAMBLEDON NURSERY SCHOOL LIMITED**

**NOTES TO THE ACCOUNTS  
FOR THE YEAR TO 31<sup>ST</sup> AUGUST 2021 Cont.**

**3. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2021 £	2020 £
Fees receivable	657	0
Prepayments	308	17
	<u>965</u>	<u>17</u>

**4. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2021 £	2020 £
Fees and deposits received in advance	22,811	11,536
Grant for outdoor classroom received in advance	2,000	0
Accrued Expenses	2,706	1,306
	<u>27,517</u>	<u>12,842</u>

**5. STATEMENT OF FUNDS**

	Brought Forward £	Incoming Resources £	Resources Expended £	Carried Forward £
<b>Unrestricted funds</b>				
General funds	<u>144,365</u>	<u>215,905</u>	<u>(216,693)</u>	<u>143,577</u>



**HAMBLEDON NURSERY SCHOOL LIMITED**

**NOTES TO THE ACCOUNTS  
FOR THE YEAR TO 31<sup>ST</sup> AUGUST 2021 Cont.**

**6. STAFF COSTS**

	2021	2020
	£	£
Salaries and wages	175,538	169,584
Employers NIC	6,946	6,257
Employment Allowance	(4,204)	(3,465)
	<u>178,280</u>	<u>172,376</u>
Employers Pension Contributions	<u>1,619</u>	<u>1,585</u>

The average number of employees during the year was 17 (2020: 17).

No employee received emoluments of more than £60,000 in the year or in the prior year.

**7. TRUSTEE'S AND INDEPENDENT EXAMINER'S COSTS**

No fees or expenses were paid to the Independent Examiner or the Trustees or any Related Parties.



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

Section A

### Independent Examiner's Report

Report to the trustees/  
members of

HAMBLEDON NURSERY SCHOOL LTD

Accounts for the year  
ended

31st AUGUST 2021

Charity no  
(if any)

1151174

Set out on pages

1-6

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

Responsibilities and  
statements of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report 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:

2/5/22

Name:

WARREN COLQUHOUN

Relevant professional  
qualification(s) or body

ACA

(if any):

Address:

FLAT 21 2A LUNAN HOUSE

EAST HILL ROAD

OXTED RH8 0QT

## Section B

### Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

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

N/A