

BROCKHAM GREEN DAY NURSERY

England & Wales · Charity number 1159631

Details

Other names	BROCKHAM NURSERY
Status	Registered
Legal form	CIO
Registered	2014-12-15
Register	View on the Charity Commission register

Contact

Address Christ Church Community Hall
Brockham Green
Brockham
Betchworth
Surrey
RH3 7JR

Phone 07534962106

Website <http://www.brockhamnursery.com/>

Activities

Objects: TO PROVIDE HIGH QUALITY CARE AND EDUCATION FOR CHILDREN BELOW STATUTORY SCHOOL AGE AND PROMOTE THEIR CARE, SAFETY, HEALTH AND WELL BEING RESIDING IN OR NEAR THE PARISH OF BROCKHAM GREEN IN THE COUNTY OF SURREY.

Activities: Pre-school Nursery

Classification

- **How:** Provides Services
- **What:** Education/training
- **Who:** Children/young People

Geography

- Surrey

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£117,498	£116,466	-	-
2024-03-31	£123,653	£105,123	-	-
2023-03-31	£104,511	£96,507	-	-
2022-03-31	£79,535	£90,183	-	-
2021-03-31	£74,908	£70,023	-	-

Trustees

Name	Role	Appointed
Claire Elizabeth Attwood	Chair	2026-04-21
Alice Murphy		2023-05-11
Caroline Kirk		2025-10-13
Emma Louise Davies		2024-08-01

BROCKHAM GREEN DAY NURSERY

England & Wales - Charity number 1159631

Accounts

**BROCKHAM GREEN DAY NURSERY
TRUSTEES' REPORT AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025**

Brockham Green Day Nursery Contents

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Brockham Green Day Nursery Trustees' Report For The Year Ended 31 March 2025

The trustees present their report and the financial statements for the year ended 31 March 2025.

Objectives and Activities

Aims and Objectives

The object of the charity is to receive and care for children between the ages of two and a half and five years who reside in or near the Parish of Brockham Green in the County of Surrey. The nursery aims to enhance the development of and education of children primarily under statutory school age, by offering:

- a) to provide a happy, friendly and safe environment for children in which they are able to learn through their play and mix with adults and their own peer group;
- b) to encourage the children's emotional, social, intellectual and physical development through a wide range of activities;
- c) parents the opportunity to be involved in their children's learning and development.

Public Benefit

The trustees confirm that they have referred to the guidance contained in the Charity Commissioner's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

The trustees are satisfied that the charity continues to meet the required public benefit test through its objectives and activities.

The trustees confirm that they have complied with the requirements of Section 17 of the Charities Act 2011 to have due regard to the Charity Commission's guidance on public benefit.

Achievements and Performance

Main Achievements

In the period under review, places were provided to 44 children during the summer term, 28 during the autumn term and 39 during the spring term.

The nursery has seen similar levels of attendance to the previous year. The trustees continue to hold sufficient reserves to support the nursery in the event of a low birth year/s and to meet its liabilities during any unforeseen financial difficulty.

The nursery is a member of the Pre-school Learning Alliance, to which it pays an annual subscription. The Pre-school Learning Alliance provides the nursery with insurance cover and support in all aspects of running the nursery.

Financial Review

Financial Position

The nursery is a charitable organisation. Registration number 1159631.

During this financial period the nursery generated a surplus of £1,032 compared to a surplus of £18,530 the previous year. Income from nursery fees decreased with the expansion of funded childcare and the increase in the national living wage and NI contributions resulted in wages increasing by 10%. The nursery still remains in a good financial position, with ample reserves still in place.

Parents have been actively encouraged to support the nursery with voluntary donations alongside government funding and this has helped boost income.

Reserves Policy

The trustees consider that general reserves of £50,000, the equivalent of approximately 6 months running costs, are required. The trustees have also designated a reserve fund of £50,000 in order to meet the obligations under employment contracts.

Investment Policy

The trustees investment policy is focussed on protecting the capital assets. During the year the cash balances were invested in UK registered bank.

**Brockham Green Day Nursery
Trustees' Report (continued)
For The Year Ended 31 March 2025**

Structure, Governance and Management

Governing Document

The charity is constituted by the objects of a charitable incorporated organisation dated 15th December 2014.

Organisational structure

The nursery is managed by a Management Committee that consists of a maximum of 12 members, three of whom are charity trustees and fill the positions of Chairman, Secretary and Treasurer. The Committee deals with all matters connected with financing, staffing and the internal administration of the nursery. It also has the power to fill any vacancies that may arise on the committee. Where vacancies arise, potential candidates are sought by the management committee. In considering potential candidates, the management committee take into account the background, professional experience and willingness of the candidate to represent the various stakeholders of the nursery.

Reference and Administrative Details

Trustees

A Murphy - Treasurer
E Bartolo - Secretary (appointed 26/09/2024)
E Davies - Chair (appointed 26/09/2024)

Charity Number

01159631

Principal Address

Brockham Green Nursery
Brockham Green Church Hall
Brockham Green
Brockham
RH3 7JR

Independent Examiner

P D Longstaff FCA Partner
Ellis Atkins
Chartered Accountants
Constable Court, 62 Dene Street
Dorking
Surrey
RH4 2DP

**Brockham Green Day Nursery
Trustees' Report (continued)
For The Year Ended 31 March 2025**

The trustees' report was approved by the board of trustees and signed on its behalf by:



A Murphy

E Davies

Trustee

Trustee

Date

22 Jan 2026

**Brockham Green Day Nursery
Independent Examiner's Report to the Trustees of Brockham Green Day Nursery
For The Year Ended 31 March 2025**

I report to the trustees on my examination of the accounts of Brockham Green Day Nursery (the Trust) for the year ended 31 March 2025.

Responsibilities and Basis of Report

As the charity trustees of the Trust 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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent Examiner's Statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and contents 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.



P D Longstaff FCA Partner 22 Jan 2026

Date
Ellis Atkins
Chartered Accountants
Constable Court, 62 Dene Street
Dorking
Surrey
RH4 2DP

**Brockham Green Day Nursery
Statement of Financial Activities
For The Year Ended 31 March 2025**

		2025	2024
		Unrestricted funds	Unrestricted funds
	Notes	£	£
INCOME AND ENDOWMENTS FROM:			
Donations and legacies		4,743	3,961
Charitable activities:			
Nursery		104,951	113,034
Other trading activities	3	6,060	5,944
Investments	4	1,744	1,313
		<u>117,498</u>	<u>124,252</u>
EXPENDITURE ON:			
Raising funds	6	(1,434)	(1,016)
Charitable activities:	6		
Nursery		(115,032)	(104,706)
		<u>(116,466)</u>	<u>(105,722)</u>
NET INCOME		<u>1,032</u>	<u>18,530</u>
NET MOVEMENT IN FUNDS		<u>1,032</u>	<u>18,530</u>
RECONCILIATION OF FUNDS:			
Total funds brought forward		132,185	113,655
TOTAL FUNDS CARRIED FORWARD		<u><u>133,217</u></u>	<u><u>132,185</u></u>

The notes on pages 7 to 8 form part of these financial statements.

**Brockham Green Day Nursery
Statement of Financial Position
As At 31 March 2025**

		2025	2024
	Notes	Unrestricted funds £	Total funds £
CURRENT ASSETS			
Debtors	9	1,479	-
Cash at bank and in hand		134,758	134,985
		136,237	134,985
Creditors: Amounts Falling Due Within One Year	10	(3,020)	(2,800)
NET CURRENT ASSETS (LIABILITIES)		133,217	132,185
TOTAL ASSETS LESS CURRENT LIABILITIES		133,217	132,185
NET ASSETS		133,217	132,185
FUNDS OF THE CHARITY			
Unrestricted Funds		133,217	132,185
TOTAL FUNDS		133,217	132,185

On behalf of the board




A Murphy

E Davies

Trustee

Trustee

e

22 Jan 2026

The notes on pages 7 to 8 form part of these financial statements.

**Brockham Green Day Nursery
Notes to the Financial Statements
For The Year Ended 31 March 2025**

1. General Information

Brockham Green Day Nursery is a charitable incorporated organisation registered with the Charity Commission, registered charity number 01159631. The principal address is Brockham Green Nursery, Brockham Green Church Hall, Brockham Green, Brockham, RH3 7JR.

2. Accounting Policies

2.1. Basis of Preparation of Financial Statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)", Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities Act 2011.

The charity is a Public Benefit Entity as defined by FRS 102.

2.2. Incoming Resources

Income is recognised on a receivable basis.

3. Income from Other Trading Activities

	2025	2024
	Unrestricted funds	Unrestricted funds
	£	£
Fundraising events	6,060	5,944
	6,060	5,944

4. Investment Income

	2025	2024
	Unrestricted funds	Unrestricted funds
	£	£
Bank interest receivable	1,744	1,313
	1,744	1,313

5. Government Grants

Government grants recognised in the accounts were as follows:

	2025	2024
	£	£
Government funding	80,965	81,657
	80,965	81,657

6. Analysis of Expenditure

		2025
	Activities undertaken directly	Support costs (see note 7)
	£	£
		Total
		£
Raising funds	1,434	-
Nursery	107,448	7,584
	108,882	7,584
		116,466

Brockham Green Day Nursery
Notes to the Financial Statements (continued)
For The Year Ended 31 March 2025

	Activities undertaken directly	Support costs (see note 7)	2024
	£	£	Total
			£
Raising funds	1,016	-	1,016
Nursery	96,958	7,748	104,706
	<u>97,974</u>	<u>7,748</u>	<u>105,722</u>

7. Support Costs

	2025
	Nursery
	£
General administration	7,524
Interest payable	60
	<u>7,584</u>

	2024
	Nursery
	£
General administration	7,687
Interest payable	61
	<u>7,748</u>

8. Average Number of Employees

Average number of employees during the year was: 9 (2024: 9)

9. Debtors

	2025	2024
	£	£
Due within one year		
Other debtors	1,479	-
	<u>1,479</u>	<u>-</u>

10. Creditors: Amounts Falling Due Within One Year

	2025	2024
	£	£
Accruals and deferred income	3,020	2,800
	<u>3,020</u>	<u>2,800</u>

11. Transactions with Trustees

None of the trustees received any remuneration or any other benefits from an employment with the charity or a related entity during the current or previous year.

No trustee expenses have been incurred.

12. Related Party Disclosures

There have been no related party transactions in the reporting period that require disclosure.

**Brockham Green Day Nursery
Detailed Statement of Financial Activities
For The Year Ended 31 March 2025**

	2025	2024
	Total funds	Total funds
	£	£
INCOME AND ENDOWMENTS FROM:		
Donations and legacies		
Donations	4,743	3,961
	<u>4,743</u>	<u>3,961</u>
Charitable Activities:		
Nursery		
Fees	18,166	24,179
Forest School	3,102	3,309
Lunch Club	2,366	3,809
Uniform	244	-
Kids outings	108	80
Government funding	80,965	81,657
	<u>104,951</u>	<u>113,034</u>
Other trading activities		
Fundraising	6,060	5,944
	<u>6,060</u>	<u>5,944</u>
Investments		
Bank interest receivable	1,744	1,313
	<u>1,744</u>	<u>1,313</u>
	<u>117,498</u>	<u>124,252</u>
EXPENDITURE ON:		
Raising funds		
Fundraising costs	(1,434)	(1,016)
	<u>(1,434)</u>	<u>(1,016)</u>
Charitable Activities:		
Nursery		
Nursery equipment & supplies	(2,964)	(2,204)
Nursery outings & parties	(105)	(229)
Wages and salaries	(94,638)	(85,354)
Rent	(9,741)	(9,171)
Insurance	(913)	(829)
Administration costs	(2,089)	(2,028)
Staff training and publications	(262)	(1,240)
T-shirts and uniform	(332)	(599)
Mobile and internet	(484)	(408)
Independent examiner's fees	(1,170)	(1,182)
		...CONTINUED

Brockham Green Day Nursery
Detailed Statement of Financial Activities (continued)
For The Year Ended 31 March 2025

Subscriptions	(210)	(192)
Sundry expenses	(2,064)	(1,209)
Bank charges	(60)	(61)
	<u>(115,032)</u>	<u>(104,706)</u>
	<u>(116,466)</u>	<u>(105,722)</u>
NET INCOME	<u>1,032</u>	<u>18,530</u>



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Parties involved with this document

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Thu, 22nd Jan 2026 14:44:58 GMT	Jenny Quinn - Copied In (6d9d661f89951ec5d9bfe9356082197e)

Audit history log

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BROCKHAM GREEN DAY NURSERY

England & Wales - Charity number 1159631

Accounts

BROCKHAM GREEN DAY NURSERY
REPORTS AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2024

Ellis Atkins
Chartered Accountants

BROCKHAM GREEN DAY NURSERY
REPORTS AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2024

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**BROCKHAM GREEN DAY NURSERY
ANNUAL REPORT OF THE MANAGEMENT COMMITTEE
FOR THE YEAR ENDED 31st MARCH 2024**

The trustees present their report and financial statements for the period ended 31st March 2024. These financial statements have been prepared in accordance with the requirements of the Charities Act 2011 and the guidance on the requirements for Receipts and Payments Accounts (CC16) published by the Charity Commission 2009.

Reference and administration

Charity's name and registered number

Brockham Green Day Nursery is incorporated under the Charities Act 2011 as a Charitable Incorporated Organisation and its registered number is 1159631.

Charity's address

The principal address of the charity is:-
Brockham Green Nursery
Brockham Green Church Hall
Brockham Green
Brockham
RH3 7JR

Trustees

The trustees of the charity, who are members of the Management Committee of Brockham Green Day Nursery, and have held office during the year are as follows:-

Georgina Cruickshank	-Treasurer resigned 19 th June 2023
Alice Murphy	-Treasurer appointed 19 th June 2023
Jennifer Godber	-Secretary resigned 26 th September 2024
Emma Bartolo	-Secretary appointed 26 th September 2024
Carly Blake	-Chair resigned 16 th October 2023
Louisa Lunch	-Co-Chair appointed 16 th October 2023, resigned 26 th September 2024
Andrew Lunch	-Co-Chair appointed 16 th October 2023, resigned 26 th September 2024
Emma Louise Davies	-Chair appointed 26 th September 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is constituted by the Governing Document dated 15th December 2014.

Organisational structure

The Nursery is managed by a Management Committee that consists of a maximum of 12 members, three of whom are charity trustees and fill the positions of Chairman, Secretary and Treasurer. The Committee deals with all matters connected with financing, staffing and the internal administration of the Nursery. It also has the power to fill any vacancies that may arise on the committee. Where vacancies arise, potential candidates are sought by the management committee. In considering potential candidates, the management committee take into account the background, professional experience and willingness of the candidate to represent the various stakeholders of the nursery.

BROCKHAM GREEN DAY NURSERY
ANNUAL REPORT OF THE MANAGEMENT COMMITTEE (cont'd)
FOR THE YEAR ENDED 31st MARCH 2024

OBJECTIVES AND ACTIVITIES

The object of the charity is to receive and care for children between the ages of two and a half and five years who reside in or near the Parish of Brockham Green in the County of Surrey. The Nursery aims to enhance the development of and education of children primarily under statutory school age, by offering:

- a) to provide a happy, friendly and safe environment for children in which they are able to learn through their play and mix with adults and their own peer group;
- b) to encourage the children's emotional, social, intellectual and physical development through a wide range of activities;
- c) parents the opportunity to be involved in their children's learning and development.

Public Benefit Statement

The trustees confirm that they have referred to the guidance contained in the Charity Commissioner's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

The trustees are satisfied that the charity continues to meet the required public benefit test through its objectives and activities.

ACHIEVEMENTS AND PERFORMANCE

In the period under review, places were provided to 43 children during the summer term, 33 during the autumn term and 40 during the spring term.

The nursery has seen similar levels of attendance to the previous year. The trustees continue to hold sufficient reserves to support the Nursery in the event of a low birth year/s and to meet its liabilities during any unforeseen financial difficulty.

The Nursery is a member of the Pre-school Learning Alliance, to which it pays an annual subscription. The Pre-school Learning Alliance provides the Nursery with insurance cover and support in all aspects of running the Nursery.

FINANCIAL REVIEW

Results for the Year

The Nursery is a charitable organisation. Registration number 1159631.

During this financial period the Nursery generated a surplus of £18,530 (2023 - surplus £8,004). This was due to a significant increase in fee income and Government and MVDC funding, whilst keeping control of expenditure. The only increase in expenditure related to pay rises for the staff.

The nursery is again in a better financial position this year and has now fully recovered from difficulties caused by the pandemic. The nursery had more children with additional needs in attendance and so received additional government funding in comparison to previous years. Parents have been actively encouraged to support the nursery with voluntary donations alongside government funding and this has helped boost income.

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**BROCKHAM GREEN DAY NURSERY
ANNUAL REPORT OF THE MANAGEMENT COMMITTEE (cont'd)
FOR THE YEAR ENDED 31st MARCH 2024**

Investment Policy

The trustees investment policy is focussed on protecting the capital assets. During the year the cash balances were invested in UK registered bank

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

Reserves Policy

The trustees consider that general reserves of £50,000, the equivalent of approximately 6 months running costs, are required. The trustees have also designated a reserve fund of £25,000 in order to meet the obligations under employment contracts.

Incorporation

On 15th December 2014 Brockham Green Day Nursery was incorporated under the Charities Act 2011 as a Charitable Incorporated Organisation No. 1159631. The entire activity and assets of the unincorporated charity of the same name and number 206408 were transferred to the new Charitable Incorporated Organisation on 1st April 2015.

Dated *29/01/25*

On behalf of the Management Committee



**Alice Murphy
Treasurer**



**Emma Louise Davies
Chair**

**BROCKHAM GREEN DAY NURSERY
INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31st MARCH 2024**

I report on the accounts of Brockham Green Day Nursery for the year ended 31st March 2024, which are set out on pages 5 and 6.

RESPONSIBILITIES AND BASIS OF REPORT

As members of the Nursery's Management Committee 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 Nursery'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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination 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 do not accord with the accounting records; or

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.



.....
**P D LONGSTAFF FCA
PARTNER
Ellis Atkins
Chartered Accountants
Constable Court
62 Dene Street
Dorking, Surrey
RH4 2DP**

Dated..... 30/11/2025

**BROCKHAM GREEN DAY NURSERY
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31ST MARCH 2024**

	Unrestricted funds	Restricted funds	Year ended 31/03/2024 Total funds	Year ended 31/03/2023 Total funds
	£	£	£	£
RECEIPTS				
Receipts from generated funds				
Voluntary Income:				
Donations	3,961	-	3,961	2,458
Activities for generating funds:				
Fundraising	5,944	-	5,944	5,539
Investment income receipt:				
Interest	1,313	-	1,313	387
Receipts from charitable activities				
Operating the Nursery:				
Fees	24,179	-	24,179	35,271
Government funding	81,657	-	81,657	53,557
MVDC funding	-	-	-	2,238
T-shirts and uniform	(599)	-	(599)	(549)
Kids Outings	80	-	80	221
Forest School	3,309	-	3,309	2,872
Lunch Club	3,809	-	3,809	2,517
Total Receipts	<u>123,653</u>	<u>-</u>	<u>123,653</u>	<u>104,511</u>
PAYMENTS				
Costs of generating funds				
Fundraising costs	1,016	-	1,016	661
Charitable activities				
Operating the Nursery:				
Staff costs	85,354	-	85,354	80,036
Rent of hall	9,171	-	9,171	9,061
Nursery equipment and supplies	2,204	-	2,204	410
Insurance	829	-	829	808
Staff training and publications	1,240	-	1,240	472
Nursery outings and parties	229	-	229	267
Subscriptions	192	-	192	272
Mobile and internet	408	-	408	386
Administration costs	2,028	-	2,028	1,923
Sundry costs	1,209	-	1,209	1,118
Bank charges	61	-	61	73
Governance costs				
Independent Examination fee	1,182	-	1,182	1,020
Total payments	<u>105,123</u>	<u>-</u>	<u>105,123</u>	<u>96,507</u>
Net receipts/(payments)	18,530	-	18,530	8,004
Total funds brought forward	113,655	-	113,655	105,651
TOTAL FUNDS CARRIED FORWARD	<u>132,185</u>	<u>-</u>	<u>132,185</u>	<u>113,655</u>

BROCKHAM GREEN DAY NURSERY
STATEMENT OF ASSETS AND LIABILITIES
AS AT 31ST MARCH 2024

	Unrestricted funds	Restricted funds	As at 31/03/2024 Total funds	As at 31/03/2023 Total funds
	£	£	£	£
Current Assets				
Cash at Bank and in hand				
CAF Cheque Account	59,593	-	59,593	40,648
CAF Gold Account	33,057	-	33,057	32,347
Scottish Widows Deposit Account	42,199	-	42,199	41,709
Petty Cash	136	-	136	171
	134,985		134,985	114,875
Liabilities				
Accruals	2,800	-	2,800	1,220
Net Current Assets	132,185	-	132,185	113,655
Total Net Assets	132,185	-	132,185	113,655
FUNDS				
General fund			107,185	88,655
Designated Contingency Fund			25,000	25,000
Restricted Funds			-	-
TOTAL FUNDS			132,185	113,655

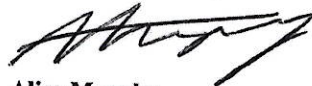
RESTRICTED FUNDS

Restricted funds represent donations and grants which have been received under the condition that the related expenditure is used for a specific purpose

DESIGNATED FUNDS

Designated funds relate to the funds set aside to meet the Nursery's obligations in respect of redundancy payments due to employees should the nursery cease operations.

Approved by the Management Committee on 29/01/25 and signed on its behalf by:



Alice Murphy
Treasurer



Emma Louise Davies
Chair

BROCKHAM GREEN DAY NURSERY

England & Wales - Charity number 1159631

Accounts

BROCKHAM GREEN DAY NURSERY
REPORTS AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2023

Ellis Atkins
Chartered Accountants

BROCKHAM GREEN DAY NURSERY
REPORTS AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2023

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**BROCKHAM GREEN DAY NURSERY
ANNUAL REPORT OF THE MANAGEMENT COMMITTEE
FOR THE YEAR ENDED 31st MARCH 2023**

The trustees present their report and financial statements for the period ended 31st March 2023. These financial statements have been prepared in accordance with the requirements of the Charities Act 2011 and the guidance on the requirements for Receipts and Payments Accounts (CC16) published by the Charity Commission 2009.

Reference and administration

Charity's name and registered number

Brockham Green Day Nursery is incorporated under the Charities Act 2011 as a Charitable Incorporated Organisation and its registered number is 1159631.

Charity's address

The principal address of the charity is:-
Brockham Green Nursery
Brockham Green Church Hall
Brockham Green
Brockham
RH3 7JR

Trustees

The trustees of the charity, who are members of the Management Committee of Brockham Green Day Nursery, and have held office during the year are as follows:-

Georgina Cruickshank	-Treasurer resigned 19 th June 2023
Alice Murphy	-Treasurer appointed 19 th June 2023
Julia Barnard	-Secretary resigned 13 th September 2022
Jennifer Godber	-Secretary appointed 13 th September 2022
Emma Louise Davies	-Chair resigned 13 th September 2022
Carly Blake	-Chair appointed 13 th September 2022, resigned 16 th October 2023
Louisa Lunch	-Co-Chair appointed 16 th October 2023
Andrew Lunch	-Co-Chair appointed 16 th October 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is constituted by the Governing Document dated 15th December 2014.

Organisational structure

The Nursery is managed by a Management Committee that consists of a maximum of 12 members, three of whom are charity trustees and fill the positions of Chairman, Secretary and Treasurer. The Committee deals with all matters connected with financing, staffing and the internal administration of the Nursery. It also has the power to fill any vacancies that may arise on the committee. Where vacancies arise, potential candidates are sought by the management committee. In considering potential candidates, the management committee take into account the background, professional experience and willingness of the candidate to represent the various stakeholders of the nursery.

**BROCKHAM GREEN DAY NURSERY
ANNUAL REPORT OF THE MANAGEMENT COMMITTEE (cont'd)
FOR THE YEAR ENDED 31st MARCH 2023**

OBJECTIVES AND ACTIVITIES

The object of the charity is to receive and care for children between the ages of two and a half and five years who reside in or near the Parish of Brockham Green in the County of Surrey. The Nursery aims to enhance the development of and education of children primarily under statutory school age, by offering:

- a) to provide a happy, friendly and safe environment for children in which they are able to learn through their play and mix with adults and their own peer group;
- b) to encourage the children's emotional, social, intellectual and physical development through a wide range of activities;
- c) parents the opportunity to be involved in their children's learning and development.

Public Benefit Statement

The trustees confirm that they have referred to the guidance contained in the Charity Commissioner's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

The trustees are satisfied that the charity continues to meet the required public benefit test through its objectives and activities.

ACHIEVEMENTS AND PERFORMANCE

In the period under review, places were provided to 41 children during the summer term, 36 during the autumn term and 41 during the spring term.

The nursery has seen a slight increase in children in attendance, returning to pre-covid numbers. The nursery also took on two additional members of staff in September. The trustees continue to hold sufficient reserves to support the Nursery in the event of a low birth year/s and to meet its liabilities during any unforeseen financial difficulty.

The Nursery is a member of the Pre-school Learning Alliance, to which it pays an annual subscription. The Pre-school Learning Alliance provides the Nursery with insurance cover and support in all aspects of running the Nursery.

FINANCIAL REVIEW

Results for the Year

The Nursery is a charitable organisation. Registration number 1159631.

During this financial period the Nursery generated a surplus of £8,004 (2022 - loss £10,648). This was due to a significant increase in fee income and Government and MVDC funding, whilst keeping control of expenditure. The only increase in expenditure related to the recruitment of two new members of staff. Income generated from fundraising rose to £5,539 from £2,208 in the previous year due to a big fundraising push by parents.

The nursery is in a much better financial position this year following previous difficulties caused by the pandemic. The nursery now accepts children a term earlier (the term they turn 2 and a half rather than 3) and this has helped increase the number of children in attendance back to pre-covid levels. It has also led to an increase in the number of non-funded children at the nursery and so reduced the Nursery's reliance on voluntary donations to top up government funding.

**BROCKHAM GREEN DAY NURSERY
ANNUAL REPORT OF THE MANAGEMENT COMMITTEE (cont'd)
FOR THE YEAR ENDED 31st MARCH 2023**

Investment Policy

The trustees investment policy is focussed on protecting the capital assets. During the year the cash balances were invested in UK registered bank

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

Reserves Policy

The trustees consider that general reserves of £40,000, the equivalent of approximately 6 months running costs, are required. The trustees have also designated a reserve fund of £25,000 in order to meet the obligations under employment contracts.

Incorporation

On 15th December 2014 Brockham Green Day Nursery was incorporated under the Charities Act 2011 as a Charitable Incorporated Organisation No. 1159631. The entire activity and assets of the unincorporated charity of the same name and number 206408 were transferred to the new Charitable Incorporated Organisation on 1st April 2015.

Dated.....04/12/23

On behalf of the Management Committee

Alice Murphy
Treasurer



Louisa Lunch
Co Chair



**BROCKHAM GREEN DAY NURSERY
INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31st MARCH 2023**

I report on the accounts of Brockham Green Day Nursery for the year ended 31st March 2023, which are set out on pages 5 and 6.

RESPONSIBILITIES AND BASIS OF REPORT

As members of the Nursery's Management Committee 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 Nursery'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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination 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 do not accord with the accounting records; or

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.



.....
**P D LONGSTAFF FCA
PARTNER
Ellis Atkins
Chartered Accountants
The Atrium Business Centre
Curtis Road
Dorking, Surrey
RH4 1XA**

Dated.....5/12/2023.....

**BROCKHAM GREEN DAY NURSERY
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31ST MARCH 2023**

	Unrestricted funds	Restricted funds	Year ended 31/03/2023 Total funds	Year ended 31/03/2022 Total funds
	£	£	£	£
RECEIPTS				
Receipts from generated funds				
Voluntary Income:				
Donations	2,458	-	2,458	2,553
Activities for generating funds:				
Fundraising	5,539	-	5,539	2,208
Investment income receipt:				
Interest	387	-	387	26
Receipts from charitable activities				
Operating the Nursery:				
Fees	35,271	-	35,271	22,236
Government funding	53,557	-	53,557	48,490
MVDC funding	2,238	-	2,238	-
T-shirts and uniform	(549)	-	(549)	94
Kids Outings	221	-	221	-
Forest School	2,872	-	2,872	1,466
Lunch Club	2,517	-	2,517	2,461
Total Receipts	104,511	-	104,511	80,550
PAYMENTS				
Costs of generating funds				
Fundraising costs	661	-	661	673
Charitable activities				
Operating the Nursery:				
Staff costs	80,036	-	80,036	72,525
Rent of hall	9,061	-	9,061	10,774
Nursery equipment and supplies	410	-	410	191
Insurance	808	-	808	688
Staff training and publications	472	-	472	106
Nursery outings and parties	267	-	267	-
Subscriptions	272	-	272	121
Mobile and internet	386	-	386	247
Administration costs	1,923	-	1,923	3,243
Sundry costs	1,118	-	1,118	1,503
Bank charges	73	-	73	107
Governance costs				
Independent Examination fee	1,020	-	1,020	1,020
Total payments	96,507	-	96,507	91,198
Net receipts/(payments)	8,004	-	8,004	(10,648)
Total funds brought forward	105,651	-	105,651	116,299
TOTAL FUNDS CARRIED FORWARD	113,655	-	113,655	105,651

**BROCKHAM GREEN DAY NURSERY
STATEMENT OF ASSETS AND LIABILITIES
AS AT 31ST MARCH 2023**

	Unrestricted funds	Restricted funds	As at 31/03/2023 Total funds	As at 31/03/2022 Total funds
	£	£	£	£
Current Assets				
Cash at Bank and in hand				
CAF Cheque Account	40,648	-	40,648	34,542
CAF Gold Account	32,347	-	32,347	32,127
Scottish Widows Deposit Account	41,709	-	41,709	41,606
Petty Cash	171	-	171	309
	<u>114,875</u>	<u>-</u>	<u>114,875</u>	<u>108,584</u>
Liabilities				
Accruals	1,220	-	1,220	2,933
	<u>113,655</u>	<u>-</u>	<u>113,655</u>	<u>106,561</u>
Net Current Assets				
	<u>113,655</u>	<u>-</u>	<u>113,655</u>	<u>105,651</u>
Total Net Assets				
	<u>113,655</u>	<u>-</u>	<u>113,655</u>	<u>105,651</u>
FUNDS				
General fund			88,655	80,651
Designated Contingency Fund			25,000	25,000
Restricted Funds			<u>-</u>	<u>-</u>
TOTAL FUNDS			<u>113,655</u>	<u>105,651</u>

RESTRICTED FUNDS

Restricted funds represent donations and grants which have been received under the condition that the related expenditure is used for a specific purpose

DESIGNATED FUNDS

Designated funds relate to the funds set aside to meet the Nursery's obligations in respect of redundancy payments due to employees should the nursery cease operations.

Approved by the Management Committee on and signed on its behalf by:

Alice Murphy
Treasurer



Louisa Lunch
Co Chair



BROCKHAM GREEN DAY NURSERY

England & Wales - Charity number 1159631

Accounts

**BROCKHAM GREEN DAY NURSERY
REPORTS AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2022**

Ellis Atkins
Chartered Accountants

BROCKHAM GREEN DAY NURSERY
REPORTS AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2022

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**BROCKHAM GREEN DAY NURSERY
ANNUAL REPORT OF THE MANAGEMENT COMMITTEE
FOR THE YEAR ENDED 31st MARCH 2022**

The trustees present their report and financial statements for the period ended 31st March 2022. These financial statements have been prepared in accordance with the requirements of the Charities Act 2011 and the guidance on the requirements for Receipts and Payments Accounts (CC16) published by the Charity Commission 2009.

Reference and administration

Charity's name and registered number

Brockham Green Day Nursery is incorporated under the Charities Act 2011 as a Charitable Incorporated Organisation and its registered number is 1159631.

Charity's address

The principal address of the charity is:-
Brockham Green Nursery
Brockham Green Church Hall
Brockham Green
Brockham
RH3 7JR

Management Committee

The trustees of the charity, who comprise the members of the Management Committee of Brockham Green Day Nursery, and have held office during the year are as follows:-

Georgina Cruickshank	-Treasurer appointed 1 st September 2021
Julia Barnard	-Secretary appointed 1 st October 2021
Emma Louise Davies	-Co-Chair appointed 30 th September 2021
Charlotte Victoria Bakrania	-Co-Chair
Jade Ann Washington	-Co-Chair resigned 30 th September 2021
Jenny Anne Edwards	-Secretary resigned 1 st October 2021
Clare Dibble	-Treasurer resigned 1 st October 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is constituted by the Governing Document dated 15th December 2014.

Organisational structure

The Nursery is managed by a Management Committee that consists of a maximum of 12 members, three of whom are charity trustees and fill the positions of Chairman, Secretary and Treasurer. The Committee deals with all matters connected with financing, staffing and the internal administration of the Nursery. It also has the power to fill any vacancies that may arise on the committee. Where vacancies arise, potential candidates are sought by the management committee. In considering potential candidates, the management committee take into account the background, professional experience and willingness of the candidate to represent the various stakeholders of the nursery.

**BROCKHAM GREEN DAY NURSERY
ANNUAL REPORT OF THE MANAGEMENT COMMITTEE (cont'd)
FOR THE YEAR ENDED 31st MARCH 2022**

OBJECTIVES AND ACTIVITIES

The object of the charity is to receive and care for children between the ages of two and a half and five years who reside in or near the Parish of Brockham Green in the County of Surrey. The Nursery aims to enhance the development of and education of children primarily under statutory school age, by offering:

- a) to provide a happy, friendly and safe environment for children in which they are able to learn through their play and mix with adults and their own peer group;
- b) to encourage the children's emotional, social, intellectual and physical development through a wide range of activities;
- c) parents the opportunity to be involved in their children's learning and development.

Public Benefit Statement

The trustees confirm that they have referred to the guidance contained in the Charity Commissioner's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

The trustees are satisfied that the charity continues to meet the required public benefit test through its objectives and activities.

ACHIEVEMENTS AND PERFORMANCE

In the period under review, places were provided to 27 children during the autumn term, rising to 37 during the spring term and then 41 during the summer term.

Many pre-schools and nurseries have faced closures resulting from the COVID-19 pandemic, but fortunately the Nursery has made it out the other side, and its future is looking brighter and stronger. That said, the trustees continue to hold sufficient reserves to support the Nursery in the event of a low birth year/s and to meet its liabilities during any unforeseen financial difficulty.

The Nursery is a member of the Pre-school Learning Alliance, to which it pays an annual subscription. The Pre-school Learning Alliance provides the Nursery with insurance cover and support in all aspects of running the Nursery.

FINANCIAL REVIEW

Results for the Year

The Nursery is a charitable organisation. Registration number 1159631.

During this financial period the Nursery generated a loss of £10,648 (2021 - surplus £4,855).

The start of this period saw COVID restrictions being lifted and 'normality' to everyday life slowly returning. However, throughout this period, the Nursery was playing catch-up following the lockdowns and reduced children in attendance during the previous financial year. The aftermath of COVID left much work required by the staff team, thus incurring overtime costs of £3,000. To maintain staff motivation, salaries were uplifted during this period and bonuses totalling £1,200 were given. These offerings contributed to the loss, however, were essential to maintain operations and staff retention.

Other factors that were against the Nursery during this period included considerably lower voluntary donations and fundraising surplus, which the organisation rely on.

**BROCKHAM GREEN DAY NURSERY
ANNUAL REPORT OF THE MANAGEMENT COMMITTEE (cont'd)
FOR THE YEAR ENDED 31st MARCH 2022**

Results for year (continued)

The Nursery were able to offer increased hours to parents which incurred higher hall hire costs (at a higher hall charge rate compared to the previous period).

It took until the end of this review period for child numbers to increase almost back to that of pre-COVID. However, many of those children were too young to be eligible for government funding, which resulted in them attending lesser hours than the Nursery would have hoped.

Despite the challenges faced during this period, the Nursery have added to their resources to maintain the quality of offerings to its children including some excellent forest school equipment (a hammock, tree swing straps, outdoor play kitchen accessories, to name a few). The Nursery also bought a new speaker, craft supplies and a warrior obstacle course for hall-based activities.

The Nursery do not expect to have to use any of its reserves to recover this loss.

Investment Policy

The trustees investment policy is focussed on protecting the capital assets. During the year the cash balances were invested in UK registered bank

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

Reserves Policy

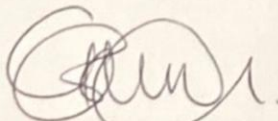
The trustees consider that general reserves of £40,000, the equivalent of approximately 6 months running costs, are required. The trustees have also designated a reserve fund of £25,000 in order to meet the obligations under employment contracts.

Incorporation

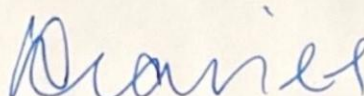
On 15th December 2014 Brockham Green Day Nursery was incorporated under the Charities Act 2011 as a Charitable Incorporated Organisation No. 1159631. The entire activity and assets of the unincorporated charity of the same name and number 206408 were transferred to the new Charitable Incorporated Organisation on 1st April 2015.

Dated 12/22

On behalf of the Management Committee



**Georgina Cruickshank
Treasurer**



**Emma Louise Davies
Co Chair**

**BROCKHAM GREEN DAY NURSERY
INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31st MARCH 2022**

I report on the accounts of Brockham Green Day Nursery for the year ended 31st March 2022, which are set out on pages 5 and 6.

RESPONSIBILITIES AND BASIS OF REPORT

As members of the Nursery's Management Committee 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 Nursery'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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination 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 do not accord with the accounting records; or

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.

.....
P D LONGSTAFF FCA
PARTNER
Ellis Atkins
Chartered Accountants
The Atrium Business Centre
Curtis Road
Dorking, Surrey
RH4 1XA

Dated.....

**BROCKHAM GREEN DAY NURSERY
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31ST MARCH 2022**

	Unrestricted funds	Restricted funds	Year ended 31/03/2022 Total funds	Year ended 31/03/2021 Total funds
	£	£	£	£
RECEIPTS				
Receipts from generated funds				
Voluntary Income:				
Donations	2,553	-	2,553	2,757
Activities for generating funds:				
Fundraising	2,208	-	2,208	1,081
Investment income receipt:				
Interest	26	-	26	86
Receipts from charitable activities				
Operating the Nursery:				
Fees	22,236	-	22,236	16,443
Government funding	48,490	-	48,490	50,592
T-shirts and uniform	94	-	94	85
Forest School	1,466	-	1,466	1,322
Lunch Club	2,461	-	2,461	2,642
Total Receipts	<u>79,535</u>	<u>-</u>	<u>79,535</u>	<u>74,908</u>
PAYMENTS				
Costs of generating funds				
Fundraising costs	673	-	673	145
Charitable activities				
Operating the Nursery:				
Staff costs	72,525	-	72,525	60,848
Rent of hall	10,774	-	10,774	4,008
Nursery equipment and supplies	191	-	191	701
Insurance	688	-	688	830
Staff training and publications	106	-	106	1,171
Nursery outings and parties	-	-	-	-
Subscriptions	121	-	121	121
Mobile and internet	247	-	247	211
HR expenditure	-	-	-	-
Legal and professional fees	-	-	-	-
Administration costs	2,283	-	2,283	851
Sundry costs	487	-	487	-
Bank charges	107	-	107	69
Governance costs				
Independent Examination fee	1,980	-	1,980	1,068
Total payments	<u>90,183</u>	<u>-</u>	<u>90,183</u>	<u>70,023</u>
Net receipts	(10,648)	-	(10,648)	4,885
Cash fund brought forward	116,299	-	116,299	111,414
TOTAL FUND CARRIED FORWARD	<u>105,652</u>	<u>-</u>	<u>105,652</u>	<u>116,299</u>

**BROCKHAM GREEN DAY NURSERY
STATEMENT OF ASSETS AND LIABILITIES
AS AT 31ST MARCH 2022**

	Unrestricted funds	Restricted funds	As at 31/03/2022 Total funds	As at 31/03/2021 Total funds
	£	£	£	£
Current Assets				
Cash at Bank and in hand				
Charities Aid Foundation				
CAF Cheque Account	34,542	-	34,542	43,585
CAF Gold Account	32,127	-	32,127	32,121
Scottish Widows Deposit Account	41,606	-	41,606	41,586
Prepayments	-	-	-	-
Petty Cash	309	-	309	154
	108,584	-	108,584	117,446
Liabilities				
Creditors	-	-	-	-
Accruals	2,933	-	2,933	1,147
	2,933	-	2,933	1,147
Total Net Assets	105,651	-	105,651	116,299
FUNDS				
General fund			80,651	91,299
Designated Contingency Fund			25,000	25,000
Restricted Funds			-	-
TOTAL FUNDS			105,651	116,299

RESTRICTED FUNDS


Restricted funds represent donations and grants which have been received under the condition that the related expenditure is used for a specific purpose

DESIGNATED FUNDS

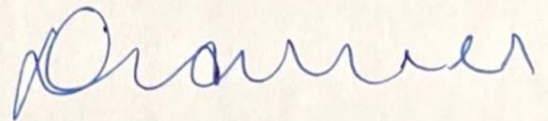
Designated funds relate to the funds set aside to meet the Nursery's obligations in respect of redundancy payments due to employees should the nursery cease operations.

Approved by the Management Committee on 12/22 and signed on its behalf by:

Georgina Quickshank
Treasurer



Emma Louise Davies
Co Chair



BROCKHAM GREEN DAY NURSERY

England & Wales - Charity number 1159631

Accounts

BROCKHAM GREEN DAY NURSERY
REPORTS AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2021

Ellis Atkins
Chartered Accountants

BROCKHAM GREEN DAY NURSERY
REPORTS AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2021

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**BROCKHAM GREEN DAY NURSERY
ANNUAL REPORT OF THE MANAGEMENT COMMITTEE
FOR THE YEAR ENDED 31st MARCH 2021**

The trustees present their report and financial statements for the period ended 31st March 2021. These financial statements have been prepared in accordance with the requirements of the Charities Act 2011 and the guidance on the requirements for Receipts and Payments Accounts (CC16) published by the Charity Commission 2009.

Reference and administration

Charity's name and registered number

Brockham Green Day Nursery is incorporated under the Charities Act 2011 as a Charitable Incorporated Organisation and its registered number is 1159631.

Charity's address

The principal address of the charity is:-
Brockham Green Nursery
Brockham Green Church Hall
Brockham Green
Brockham
RH3 7JR

Management Committee

The trustees of the charity, who comprise the members of the Management Committee of Brockham Green Day Nursery, and have held office during the year are as follows:-

Clare Dibble	-Treasurer
Charlotte Victoria Bakrania	-Co-Chair
Jade Ann Washington	-Co-Chair
Jenny Anne Edwards	-Secretary

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is constituted by the Governing Document dated 15th December 2014.

Organisational structure

The Nursery is managed by a Management Committee that consists of a maximum of 12 members, three of whom are charity trustees and fill the positions of Chairman, Secretary and Treasurer. The Committee deals with all matters connected with financing, staffing and the internal administration of the Nursery. It also has the power to fill any vacancies that may arise on the committee. Where vacancies arise, potential candidates are sought by the management committee. In considering potential candidates, the management committee take into account the background, professional experience and willingness of the candidate to represent the various stakeholders of the nursery.

**BROCKHAM GREEN DAY NURSERY
ANNUAL REPORT OF THE MANAGEMENT COMMITTEE (cont'd)
FOR THE YEAR ENDED 31st MARCH 2021**

OBJECTIVES AND ACTIVITIES

The object of the charity is to receive and care for children between the ages of two and a half and five years who reside in or near the Parish of Brockham Green in the County of Surrey. The Nursery aims to enhance the development of and education of children primarily under statutory school age, by offering:

- a) to provide a happy, friendly and safe environment for children in which they are able to learn through their play and mix with adults and their own peer group;
- b) to encourage the children's emotional, social, intellectual and physical development through a wide range of activities;
- c) parents the opportunity to be involved in their children's learning and development.

Public Benefit Statement

The trustees confirm that they have referred to the guidance contained in the Charity Commissioner's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

The trustees are satisfied that the charity continues to meet the required public benefit test through its objectives and activities.

ACHIEVEMENTS AND PERFORMANCE

In the period under review, places were provided to 38 children for some or all of the year. The nursery was closed from 24th March 2020 to 15th June 2020 due to COVID. It reopened with two bubbles of maximum 12 children until the 16th July 2020. The nursery opened up in September 2020 for 5 mornings and 2 afternoons with some of the older children attending the nursery for full days. This continues to be successful, with staff, parents and children satisfied with the arrangements. There were a few morning and afternoon spaces available due to COVID.

Many pre-schools and nurseries have faced closures over the past few years. In view of this the trustees aim to hold sufficient reserves to enable the Nursery to remain open during low birth years and to meet its liabilities in the event that it too faces closure. The reserves will also help to cover the additional costs for when it relocates in the future.

The Nursery is a member of the Pre-school Learning Alliance, to which it pays an annual subscription. The Pre-school Learning Alliance provides the Nursery with insurance cover and support in all aspects of running the Nursery.

FINANCIAL REVIEW

Results for the Year

The charity has generated a surplus of £4,885 (2020 – deficit £13,567) despite the decrease in fees due to the impact of the pandemic. This is due to the government funding for summer term 2019 fees being remitted in March 2019 and accounted for in the 2019 accounts so the 2020 figures include government funding for two terms only.

In line with Government guidelines during the COVID pandemic, the nursery had to offer less hours to children in the summer term 2020-2021. The children were placed into bubbles with some attending Mondays and Tuesdays and others attending Thursdays and Fridays allowing for a deep clean in between. Due to this, the nursery received less fees than it would normally expect for the summer term. By autumn the nursery was able to resume normal opening hours however, our fundraising activities continued to be impacted. Although we were not able to run our full calendar of fundraising activities, we were able to find alternative events to mitigate the loss.

**BROCKHAM GREEN DAY NURSERY
ANNUAL REPORT OF THE MANAGEMENT COMMITTEE (cont'd)
FOR THE YEAR ENDED 31st MARCH 2021**

Results for year (continued)

The committee has been cautious in its spending over the past few years and as such the nursery was in a strong position. We do not expect to have to use any of our reserves.

Investment Policy

The trustees investment policy is focussed on protecting the capital assets. During the year the cash balances were invested in UK registered bank

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

Reserves Policy

The trustees consider that general reserves of £40,000, the equivalent of approximately 6 months running costs, are required. The trustees have also designated a reserve fund of £25,000 in order to meet the obligations under employment contracts.

Incorporation

On 15th December 2014 Brockham Green Day Nursery was incorporated under the Charities Act 2011 as a Charitable Incorporated Organisation No. 1159631. The entire activity and assets of the unincorporated charity of the same name and number 206408 were transferred to the new Charitable Incorporated Organisation on 1st April 2015.

Dated...08/10/21

On behalf of the Management Committee



**Clare Dibble
Treasurer**



**Jade Washington
Co Chair**

**BROCKHAM GREEN DAY NURSERY
INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31st MARCH 2021**

I report on the accounts of Brockham Green Day Nursery for the year ended 31st March 2021, which are set out on pages 5 and 6.

RESPONSIBILITIES AND BASIS OF REPORT

As members of the Nursery's Management Committee 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 Nursery'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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination 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 do not accord with the accounting records; or

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.



.....
**P D LONGSTAFF FCA
PARTNER
Ellis Atkins
Chartered Accountants
The Atrium Business Centre
Curtis Road
Dorking, Surrey
RH4 1XA**

Dated... 21/10/2021

**BROCKHAM GREEN DAY NURSERY
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31ST MARCH 2021**

	Unrestricted funds	Restricted funds	Year ended 31/03/2021 Total funds	Year ended 31/03/2020 Total funds
	£	£	£	£
RECEIPTS				
Receipts from generated funds				
Voluntary Income:				
Donations	2,757 ✓	-	2,757	3,018
Activities for generating funds:				
Fundraising	1,081 ✓	-	1,081	6,349
Investment income receipt:				
Interest	86 ✓	-	86	152
Receipts from charitable activities				
Operating the Nursery:				
Fees	16,443 ✓	-	16,443	21,008
Government funding	50,492 ✓	-	50,492	33,095
T-shirts and uniform	85 ✓	-	85	-
Forest School	1,322 ✓	-	1,322	-
Lunch Club	2,642 ✓	-	2,642	2,010
Total Receipts	<u>74,908</u>	<u>-</u>	<u>74,908</u>	<u>65,632</u>
PAYMENTS				
Costs of generating funds				
Fundraising costs	145	-	145	1,119
Charitable activities				
Operating the Nursery:				
Staff costs	60,848 ✓	-	60,848	62,432
Rent of hall	4,008 ✓	-	4,008	8,437
Nursery equipment and supplies	701 ✓	-	701	1,387
Insurance	830 ✓	-	830	729
Staff training and publications	1,171 ✓	-	1,171	2,237
Nursery outings and parties	-	-	-	221
Subscriptions	121	-	121	118
Mobile and internet	211 ✓	-	211	199
HR expenditure	-	-	-	229
Legal and professional fees	-	-	-	-
Administration costs	851	-	851	1,013
Sundry costs	-	-	-	166
Bank charges	69 ✓	-	69	60
Governance costs				
Independent Examination fee	1,068	-	1,068	852
Total payments	<u>70,023</u>	<u>-</u>	<u>70,023</u>	<u>79,199</u>
Net receipts	4,885 ✓	-	4,885	(13,567)
Cash fund brought forward	111,414	-	111,414	124,981
TOTAL FUND CARRIED FORWARD	<u>116,299</u>	<u>-</u>	<u>116,299</u>	<u>111,414</u>

**BROCKHAM GREEN DAY NURSERY
STATEMENT OF ASSETS AND LIABILITIES
AS AT 31ST MARCH 2021**

	Unrestricted funds	Restricted funds	As at 31/03/2021 Total funds	As at 31/03/2020 Total funds
	£	£	£	£
Current Assets				
Cash at Bank and in hand				
Charities Aid Foundation				
CAF Cheque Account	43,585	-	43,585	38,552
CAF Gold Account	32,121	-	32,121	32,107
Scottish Widows Deposit Account	41,586	-	41,586	41,514
Prepayments	-	-	-	-
Petty Cash	154	-	154	243
	<u>117,446</u>	<u>-</u>	<u>117,446</u>	<u>112,416</u>
Liabilities				
Creditors	-	-	-	-
Accruals	1,147	-	1,147	1,002
	<u>1,147</u>	<u>-</u>	<u>1,147</u>	<u>1,002</u>
Total Net Assets	<u>116,299</u>	<u>-</u>	<u>116,299</u>	<u>111,414</u>
FUNDS				
General fund			91,299	86,414
Designated Contingency Fund			25,000	25,000
Restricted Funds			-	-
TOTAL FUNDS			<u>116,299</u>	<u>111,414</u>

RESTRICTED FUNDS

Restricted funds represent donations and grants which have been received under the condition that the related expenditure is used for a specific purpose

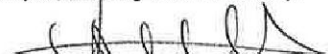
DESIGNATED FUNDS

Designated funds relate to the funds set aside to meet the Nursery's obligations in respect of redundancy payments due to employees should the nursery cease operations.

Approved by the Management Committee on 08/10/21 and signed on its behalf by:



**Clare Dibble
Treasurer**



**Jade Washington
Co Chair**