

# Trustees' Annual Report for the period

**From** Period start date Day 01 Month 09 Year 2022 **To** Period end date Day 31 Month 08 Year 2023

## Section A Reference and administration details

**Charity name** Major Steps Childcare

**Other names charity is known by**

**Registered charity number (if any)** 1163764

**Charity's principal address** St Columb Major Children's Centre

Newquay Road

St Columb Major

**Postcode**

TR9 6RW

### 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	Harriet Hubbard			
2	Mike Higgins	Chair		
3	Emma Rooney	Secretary		
4	Daisy Budge	Treasurer		
5	Sarah Ryan			
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Name	Dates acted if not for whole year

## 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)	
Trustee selection methods (eg. appointed by, elected by)	Elected by members at Annual General Meeting (AGM) or co-opted members invited by the committee

### 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

Offering appropriate play, education and care facilities, family learning and extended hours groups, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability.  
Encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas.



Major Steps Childcare provides childcare provision for children aged from Birth to 5 years. We also provide a breakfast and afterschool club for children of statutory school age.

We are mindful of the Charity Commissions guidance on public benefit and all decisions are made with this in mind.

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

**Additional details of objectives and activities (Optional information)**

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

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

**Summary of the main achievements of the charity during the year**

Providing childcare for over 65 families this year.

This includes a total of 70 current children comprising of 4 babies, 15 toddlers, 39 pre-school and 10 school aged children.

The continued renovation of the setting.

The recruitment of additional staff

The continued dedication of the existing and long serving team who have contributed to the success of the setting.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The majority of our reserves were used to pay for a new premises that we needed to secure a permanent premises for Major Steps. Any remaining reserve will be used to renovate the new premises further and to ensure that we can provide a consistent level of service against unforeseen losses to income or increases in expenditure and to ensure our liabilities can be met should our setting need to close.

### 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

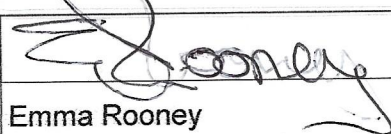
## Section G

## 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)

Emma Rooney

Position (eg Secretary, Chair, etc)

Trustee

Date

28/05/2024

Charity number: 1163764

MAJOR STEPS CHILDCARE

Report of the Trustees and Financial Statements

For the year ended 31 August 2023

MAJOR STEPS CHILDCARE  
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For the year ended 31 August 2023

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**MAJOR STEPS CHILDCARE**  
**Report of the Trustees**  
**For the year ended 31 August 2023**

The Trustees have pleasure in presenting their report and the financial statements for the charity for the year ended 31 August 2023. The Trustees have adopted the provisions of 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 the Republic of Ireland (FRS 102) (effective 1 January 2019).

**OBJECTIVES AND ACTIVITIES**

**Objectives and aims**

The trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit running a charity (PB2)'.

**REFERENCE AND ADMINISTRATIVE INFORMATION**

<b>Name of Charity</b>	MAJOR STEPS CHILDCARE
<b>Charity registration number</b>	1163764
<b>Principal address</b>	St Columb Childrens Centre Newquay Road Newquay Road Cornwall TR9 6RW

**Trustees**

The trustees and officers serving during the year and since the year end were as follows:

Mrs Sarah Ryan

**Trustees**

The trustees and officers serving during the year and since the year end were as follows:

**Trustees**

The trustees and officers serving during the year and since the year end were as follows:

Mrs Tracey Milsom  
(Resigned: 31 August 2023)  
Miss Emma Rooney  
Miss Daisy Budge  
Mr Mike Higgins

**Independent examiners**

David Jeffery & Co  
The Old Surgery  
St Columb  
Cornwall  
TR96AE

**Bankers**

Barclays Bank  
10 Church Street  
St Austell  
Cornwall  
PL25  
4AS

Address is our  
old one should  
be:-

Tropicana House  
Newquay Rd.  
St Columb  
TR9 6TJ



MAJOR STEPS CHILDCARE  
Report of the Trustees Continued  
For the year ended 31 August 2023

Approved by the Board of Trustees and signed on its behalf by



Miss Emma Rooney

MAJOR STEPS CHILDCARE  
Independent Examiners Report to the Trustees  
For the year ended 31 August 2023

I report to the trustees on my examination of the accounts of the charity for the year ended 31 August 2023.

**Responsibilities and basis of report**

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

I report in respect of my examination of the charity'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 examiners statement**

Since the Charity's gross income exceeded £250,000, your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination by virtue of my membership of , which is one of the listed bodies.

I have completed my examination. I confirm that no 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 Charity as required by section 130 of the 2011 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 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.

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David Jeffery & Co  
The Old Surgery  
St Columb  
Cornwall  
TR96AE

22 April 2024

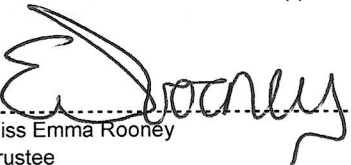
MAJOR STEPS CHILDCARE  
Statement of Financial Activities  
For the year ended 31 August 2023

	Notes	Unrestricted funds £	202
<b>Income and endowments from:</b>			
Donations and legacies	2	44	.
Charitable activities	3	347,701	332,992
<b>Total</b>		<b>347,745</b>	<b>332,992</b>
<b>Expenditure on:</b>			
Charitable activities	4/5	(334,739)	(322,709)
<b>Total</b>		<b>(334,739)</b>	<b>(322,709)</b>
<b>Net income</b>		<b>13,006</b>	<b>10,283</b>
<b>Reconciliation of funds</b>			
Total funds brought forward		458,704	448,421
<b>Total funds carried forward</b>		<b>471,710</b>	<b>458,704</b>

**MAJOR STEPS CHILDCARE**  
Statement of Financial Position  
As at 31 August 2023

	Notes	2023 £	202
<b>Fixed assets</b>			
Tangible assets	10	468,465	468,898
		<b>468,465</b>	<b>468,898</b>
<b>Current assets</b>			
Debtors	11	2,131	2,328
Cash at bank and in hand		32,944	25,196
		<b>35,075</b>	<b>27,524</b>
<b>Creditors: amounts falling due within one year</b>	12	(7,565)	(7,561)
<b>Net current assets</b>		<b>27,510</b>	<b>19,963</b>
<b>Total assets less current liabilities</b>		<b>495,975</b>	<b>488,861</b>
<b>Creditors: amounts falling due after more than one year</b>	13	(24,265)	(30,157)
<b>Net assets</b>		<b>471,710</b>	<b>458,704</b>
<b>The funds of the charity</b>			
Unrestricted income funds	14	471,710	458,704
<b>Total funds</b>		<b>471,710</b>	<b>458,704</b>

The financial statements were approved and authorised for issue by the Board and signed on its behalf by:

  
Miss Emma Rooney  
Trustee



**MAJOR STEPS CHILDCARE**  
**Notes to the Financial Statements**  
**For the year ended 31 August 2023**

**1. Accounting Policies**

**Basis of accounting**

The financial statements have been prepared under the historical cost convention, except for investments which are included at market value and the revaluation of certain fixed assets and 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 (FRS 102), and the Charities Act 2011.

MAJOR STEPS CHILDCARE meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

**Tangible fixed assets**

Tangible fixed assets, other than freehold land, are stated at cost or valuation less depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Plant and machinery	20% Reducing balance
Computer equipment	25% Reducing balance
Fixtures and fittings	20% Reducing balance

**2. Income from donations and legacies**

	2023	202
	£	:
<b>Unrestricted funds</b>		
Donations received	44	.
	<u>44</u>	<u>.</u>

**3. Income from charitable activities**

	2023	202
	£	:
<b>Unrestricted funds</b>		
<i>Day Nursery</i>		
Income from charitable activities	347,701	332,992

**4. Costs of charitable activities by fund type**

	2023	202
	£	:
<b>Unrestricted funds</b>		
Day Nursery	286,536	278,314
Support costs	48,203	44,395
	<u>334,739</u>	<u>322,709</u>

**MAJOR STEPS CHILDCARE**  
Notes to the Financial Statements Continued  
For the year ended 31 August 2023

**5. Costs of charitable activities by activity type**

	Activities undertaken directly	Support costs	2023	2022
	£	£	£	£
<b>Support costs</b>				
Day Nursery	286,536	48,203	334,739	322,709

**6. Analysis of support costs**

	2023	2022
	£	£
<b>Day Nursery</b>		
Rent	1,555	6,210
Rates & Water	8,487	5,902
Repair & Renewals	13,647	8,433
Training	2,046	835
Telephone	1,723	1,541
Postage & Stationery	763	525
Cleaning & Waste Disposal	2,813	6,185
Sundries & Subscriptions	5,403	5,781
Governance costs	11,766	8,983
	<b>48,203</b>	<b>44,395</b>

**7. Net income/(expenditure) for the year**

This is stated after charging/(crediting):

	2023	2022
	£	£
Depreciation of owned fixed assets	824	969
Accountancy fees	2,220	1,200

**MAJOR STEPS CHILDCARE**  
Notes to the Financial Statements Continued  
For the year ended 31 August 2023

**8. Staff costs**

Total staff costs for the year ended 31 August 2023 were:

	2023	2022
	£	£
Salaries and wages	276,779	270,753
	<u>276,779</u>	<u>270,753</u>

	2023	2022
Nursery Staff	18	1
	<u>18</u>	<u>1</u>

**9. Comparative for the Statement of Financial Activities**

The comparative year values on the Statement of Financial Activities are for unrestricted funds.

**10. Tangible fixed assets**

Cost or valuation	Land and buildings £	Plant and machinery £	Fixtures and fittings £	Computer equipment £	Total £
At 01 September 2022	465,615	2,281	3,178	4,354	475,428
Additions	-	390	-	-	390
At 31 August 2023	<u>465,615</u>	<u>2,671</u>	<u>3,178</u>	<u>4,354</u>	<u>475,816</u>
<b>Depreciation</b>					
At 01 September 2022	-	1,583	2,376	2,571	6,530
Charge for year	-	217	161	445	823
At 31 August 2023	<u>-</u>	<u>1,800</u>	<u>2,537</u>	<u>3,016</u>	<u>7,353</u>
<b>Net book values</b>					
At 31 August 2023	<u>465,615</u>	<u>871</u>	<u>641</u>	<u>1,338</u>	<u>468,465</u>
At 31 August 2022	<u>465,615</u>	<u>698</u>	<u>802</u>	<u>1,783</u>	<u>468,898</u>

**11. Debtors**

	2023	2022
	£	£
Amounts due within one year:		
Prepayments and accrued income	2,131	2,328
	<u>2,131</u>	<u>2,328</u>

MAJOR STEPS CHILDCARE  
Notes to the Financial Statements Continued  
For the year ended 31 August 2023

**12. Creditors: amounts falling due within one year**

	2023	202
	£	£
Trade creditors	1,155	831
Other creditors	5,210	5,530
Accruals and deferred income	1,200	1,200
	<u>7,565</u>	<u>7,561</u>

**13. Creditors: amounts falling due after more than one year**

	2023	202
	£	£
Loans and overdrafts	24,265	30,157
	<u>24,265</u>	<u>30,157</u>

The following liabilities disclosed under creditors falling due after more than one year are secured by the charity:

Bank loans and overdrafts	24,265	30,157
	<u>24,265</u>	<u>30,157</u>

**14. Movement in funds**

**Unrestricted Funds**

	Balance at 01/09/2022	Incoming resources	Outgoing resources	Balance at 31/08/202
	£	£	£	£
<i>General</i>				
Day Nursery	458,704	347,745	(334,739)	471,710
	<u>458,704</u>	<u>347,745</u>	<u>(334,739)</u>	<u>471,710</u>

**Unrestricted Funds - Previous year**

	Balance at 01/09/2021	Incoming resources	Outgoing resources	Balance at 31/08/202
	£	£	£	£
<i>General</i>				
Day Nursery	448,421	332,992	(322,709)	458,704
	<u>448,421</u>	<u>332,992</u>	<u>(322,709)</u>	<u>458,704</u>



**MAJOR STEPS CHILDCARE**  
**Notes to the Financial Statements Continued**  
**For the year ended 31 August 2023**

**Purpose of unrestricted Funds**

Day Nursery

Running of Day Nursery

**Purpose of restricted funds**

Building Funds

Building of own premises

**15. Analysis of net assets between funds**

	Tangible fixed assets	Net current assets / (liabilities)	Creditors > one year	Net Asset
	£	£	£	
<b>Unrestricted funds</b>				
<i>General</i>				
Day Nursery	468,465	27,510	(24,265)	471,710
	<b>468,465</b>	<b>27,510</b>	<b>(24,265)</b>	<b>471,710</b>

**Previous year**

	Tangible fixed assets	Net current assets / (liabilities)	Creditors > one year	Net Asset
	£	£	£	
<b>Unrestricted funds</b>				
<i>General</i>				
Day Nursery	468,898	19,963	(30,157)	458,704
	<b>468,898</b>	<b>19,963</b>	<b>(30,157)</b>	<b>458,704</b>

**MAJOR STEPS CHILDCARE**  
Detailed Statement of Financial Activities  
For the year ended 31 August 2023

	2023	2022
	£	£
<b>INCOME AND ENDOWMENT</b>		
Donations and legacies		
Donations	44	-
	<u>44</u>	<u>-</u>
Charitable activities		
Income from charitable activities	347,701	332,992
	<u>347,701</u>	<u>332,992</u>
<b>Total incoming resources</b>	<u>347,745</u>	<u>332,992</u>
<b>EXPENDITURE</b>		
Charitable activities		
Cost of direct charitable activity	(286,536)	(278,314)
	<u>(286,536)</u>	<u>(278,314)</u>
<b>SUPPORT COSTS</b>		
Rent		
Rent	(1,555)	(6,210)
	<u>(1,555)</u>	<u>(6,210)</u>
Rates & Water		
Rates & Water	(8,487)	(5,902)
	<u>(8,487)</u>	<u>(5,902)</u>
Repair & Renewals		
Repair & Renewals	(13,647)	(8,433)
	<u>(13,647)</u>	<u>(8,433)</u>
Training		
Training	(2,046)	(835)
	<u>(2,046)</u>	<u>(835)</u>
Telephone		
Telephone	(1,723)	(1,541)
	<u>(1,723)</u>	<u>(1,541)</u>
Postage & Stationery		
Postage & Stationery	(763)	(525)
	<u>(763)</u>	<u>(525)</u>
Cleaning & Waste Disposal		
Cleaning & Waste Disposal	(2,813)	(6,185)
	<u>(2,813)</u>	<u>(6,185)</u>
Sundries & Subscriptions		
Sundries & Subscriptions	(5,403)	(5,781)
	<u>(5,403)</u>	<u>(5,781)</u>
Governance costs		
Governance costs	(11,766)	(8,983)
	<u>(11,766)</u>	<u>(8,983)</u>

MAJOR STEPS CHILDCARE  
Detailed Statement of Financial Activities Continued  
For the year ended 31 August 2023

Total resources expended	(334,739)	(322,709)
Net Income	13,006	10,283

**MAJOR STEPS CHILDCARE**  
**Independent Examiners Report to the Trustees**  
**For the year ended 31 August 2023**

I report to the trustees on my examination of the accounts of the charity for the year ended 31 August 2023.

**Responsibilities and basis of report**

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

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David Jeffery & Co  
The Old Surgery  
St Columb  
Cornwall  
TR96AE

22 April 2024