

The Athelstan Nursery

Charitable Incorporated Organisation (CIO)

Trustees' report and Financial Statements

for the period

01 September 2020 to 31 August 2021

Registered Charity Number 1166948

The Athelstan Nursery
Charitable Incorporated Organisation (CIO)
Registered Charity Number 1166948

ANNUAL REPORT AND FINANCIAL STATEMENTS

for the period ended 31 August 2021

CONTENTS	PAGE
Charity Information	3
Trustees' Annual Report	4-5
Manager's Report	6
Independent Examiner's Report	7
Receipt & Payments Account	8
Statement of Assets and Liabilities	9
Notes to the Accounts	10

The Athelstan Nursery

Trustees' annual report

for the year ended 31 August 2021

Full name	The Athelstan Nursery
Registered charity number	1166948
Principal Address	The Athelstan Nursery, All Souls Church Hall, Athelstan Road, Clive Vale, Hastings, TN35 5JE
Trustees	Janet Gasson - Chair/Secretary Lucille West (until November 2020) Jessica Dorey Sally King Sharon Mayhew (Appointed Nov 2020)
Bankers	Lloyds Bank plc, Hastings
Independent examiner	Keith Miller, Hastings Voluntary Action, Jackson Hall, Portland Place, Hastings, TN34 1QN
Objects	To advance the education of children below compulsory school age.

The Athelstan Nursery

Trustees' annual report

for the year ended 31 August 2021

Background

The Athelstan opened in 1978 and is run by a Committee of Trustees. It operates from the parish rooms in the Clive Vale area of Hastings. Magdalen and Lasher own the hall and allow the nursery sole use of the space with a renewable 5yr lease. Opening hours are from Monday to Friday, 9am to 3pm during term time only. The nursery is registered with OFSTED and the Charity Commission. Provision is offered for funded education and private places for children aged 2, 3 & 4 years old. Children with special educational needs and/or disabilities as well as children with English as an additional language are supported. There is a staff of 6 employees who hold relevant qualifications in Early Years. The staff team receive support from the management committee and the local authority early years team.

Structure, Governance and Management

The Athelstan Nursery was established with a Committee of Trustees governed by a constitution adopted on 7th October 1978, and amended in July 1995 and October 1996.

The Athelstan Nursery CIO has been registered with the Charity Commission and full adoption took effect following the AGM in 2017.

Day to day management is undertaken by the manager who is responsible to the Trustees. The membership of the nursery is families of attending children and other adults with an interest in the nursery. The Trustees are in regular contact with each other and meet with the manager and deputy manager at least once a term and are present at general meetings which parents and carers are welcome to attend. Issues arising within the setting are raised through the Manager with the Trustees having the final say. Trustees are welcome to attend the staff meetings. Lucille stepped down as a trustee in November after many years of dedicated service to the nursery. We welcomed Sharon, Athelstan's previous manager, as a new Trustee. Parents and carers are welcomed into the setting and to join the Friends group for fundraising and social events. All staff and committee members hold valid and current DBS checks.

Achievements and performance

The nursery began the year with 36 children on role, with morning sessions again very popular. COVID restrictions remained in place and we continued to follow Government advice. Nursery remained open for 4 days a week during the 3rd lockdown of January and February with a reduction in the number of children attending. Twenty seven children left for primary school in July having gained hugely from their learning and experiences at Athelstan. We continue to receive very positive feedback from past parents, reception class teachers and other professionals in the Early Years field. We also gain from recommendations and the positive reputation that we hold in the local community and have not needed to advertise. We were able to hold a socially distanced AGM in May which was very well attended. It was lovely to see parents and carers back in the nursery. One impact of COVID 19 has been that we have been unable to do any Fundraising activities however money has been spent on garden repairs and new blinds for the back hall.

The Athelstan Nursery

Trustees' annual report(continued)

for the year ended 31 August 2021

Staff

Our Deputy Manager Nat left us in February to continue her career in another setting. Nicky was promoted to the Deputy Manager role and Catherine took on the role of EYFS lead. Staff hours were cut from 1st November in order to save money and some staff were furloughed during February.

The Trustees are very grateful for the very professional and efficient way the staff have worked during this difficult year and their continued commitment to the nursery.

Learning and development

We continued to work hard towards creating a learning environment conducive to the new and up to date regulations. We were able to reflect the learning and development for each individual child and encompass their learning styles, schemes and interests into every day planning. The East Sussex County Council Early Years Support and Intervention Officer has again spent time at the nursery supporting Natasha in preparing for the new EYFS and expected OFSTED inspection. Her support is invaluable.

Special Thanks

Particular thanks go to all the staff in the nursery. They complement each other in skills and make the nursery an exciting environment for children to grow and develop. We also thank the Magdalen and Lasher charity for their continued support of the nursery. Thanks also go to Hastings Voluntary Action for their guidance and support.

Donations acknowledged with thanks:

No donations have been received during this period.

Signed:

J.M. Gasson.

Date:

11th May 2022

Chair

The Athelstan Nursery

Trustees' annual report(continued)

for the year ended 31 August 2021

Managers Report **September 2020- August 2021**

We begin the new academic year with restrictions in place due to COVID.
Fore shore trust final payment is received and signed off.

Work takes place on the ceiling, and all floor areas are professionally deep cleaned ready for reopening.

Nursery reopens in line with Government guidance. 36 children 9x 2yr old's, 2 children on ISEND plans.

New room dividers arrive and are installed.

2nd lockdown which meant restricted visits and new children starting.

Staff attend relevant emotional wellbeing training which is done via Microsoft teams.

Christmas party x2 each child receives a gift (book) and a cooked lunch.

Jan 2021 lockdown we support 16 children, 9 of whom are those of keyworkers, 2 deemed vulnerable and one with a social worker.

February staff are furloughed for 20% of their hours.

Nursery decides on restructure due to financial implications of COVID and Nat Rumary offers herself for voluntary severance. Nicola Robinson is promoted to deputy Manager. Catherine Dunne becomes the EYFS lead. Laura Baily continues as the setting's 2-year lead.

Garden area is redeveloped for health and safety reasons.

AGM 12/05/21 well attended by parents.

Senior members of staff complete Health and safety training

Term 6 begins with 50 children on roll.

Natasha, Nicky and Laura update 1st Aid training.

New blinds installed to back hall.

Ease restrictions in nursery related to Covid 19

27 children leave for school

23 returning

September sees the introduction of new EYFS and Development Matters.

Although a challenging year for the nursery Natasha was pleased that as a setting disruption to children and families was minimal and would like to thank the staff for their hard work and commitment and to the Trustees for their continued support.

Natasha Sandaver, Nursery Manager

Independent examiner's report to the trustees of
The Athelstan Nursery
for the year ended 31 August 2021

I report on the accounts of the charity, which are set out on the following pages.

Respective responsibilities of committee and examiner

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act
- to follow the procedures laid down in the general directions given by the Charity Commission (under Section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts presents a "true and fair" view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention

1. which gives reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



.....
Keith Miller

Finance Officer

Hastings Voluntary Action

Jackson Hall, Portland Place, Hastings, TN34 1QN

Dated: 3/2/22

The Athelstan Nursery
Receipts & payments account
for the year ended 31 August 2021

Previous Year			Current Year		
		Notes	Unrestricted Funds	Restricted Funds	Total funds
<u>Receipts</u>					
111,799.04	EYEE Funding		98,781.87	-	98,781.87
20,060.48	Fees		11,089.63	-	11,089.63
6,589.50	Fundraising/trips & events		-	-	-
-	Grants & Donations		-	-	-
18.37	Miscellaneous Income		1,400.00	-	1,400.00
<u>138,467.39</u>			<u>111,271.50</u>	<u>-</u>	<u>111,271.50</u>
<u>Expenditure</u>					
107,933.26	Wages		95,464.82	-	95,464.82
12,869.75	Rent & utilities		10,258.96	-	10,258.96
4,826.28	Equipment, Office, Materials		2,138.08	739.24	2,877.32
70.66	Trips & Events		-	-	-
-	Fundraising costs		-	-	-
86.68	Food		67.04	-	67.04
35.00	Ofsted		35.00	-	35.00
-	Memberships and Subscriptions		265.72	-	265.72
7,880.17	Repairs & Renewals		2,256.49	-	2,256.49
1,341.06	Health & Safety/Cleaning		892.63	-	892.63
583.74	Insurances		612.26	-	612.26
441.00	Training		1,090.00	-	1,090.00
-	Advertising		-	-	-
1,224.40	Accountancy & Payroll		996.90	-	996.90
99.22	Bank Charges		106.32	-	106.32
-	Bad Debts		-	-	-
1,360.05	Sundry Payments		97.91	-	97.91
<u>138,751.27</u>			<u>114,282.13</u>	<u>739.24</u>	<u>115,021.37</u>
(283.88)	Net surplus (deficit)		(3,010.63)	(739.24)	(3,749.87)
<u>67,266.80</u>	Opening balances @	1/9/20	<u>63,106.37</u>	<u>3,876.55</u>	<u>66,982.92</u>
<u>66,982.92</u>	Fund balances c/f	31/8/21	<u>60,095.74</u>	<u>3,137.31</u>	<u>63,233.05</u>

The Athelstan Nursery
Statement of Assets & Liabilities
as at
31 August 2021

Previous year		Total Funds
	Cash assets	
600.00	Current account	-
62,336.46	Business account	63,039.88
3,876.55	Fundraising account	-
-	Undeposited funds	-
-	Accounts receivable	- 18.85
169.91	Cash in hand	212.02
<u>66,982.92</u>	Total cash assets	<u>63,233.05</u>
	Liabilities	
-	Accounts payable	-
-	Outstanding cheques	-
<u>-</u>	Total liabilities	<u>-</u>
<u>66,982.92</u>		<u><u>63,233.05</u></u>

Assets retained for the charity's own use

The group holds a costed inventory of equipment

Approved by the Trustees on 11th May 2022 and signed on their behalf by

J.M. Gasson. Janet Gasson - Chair/Secretary

The Athelstan Nursery
Charitable Incorporated Organisation (CIO)
Registered Charity Number 1166948

Notes to the financial statements
For the year ended 31 August 2021

1. Receipts & payments accounts

Receipts and payments accounts are statements that summarise the movement of cash into and out of the charity during the financial year. In this context "cash" includes cash equivalents, for example, bank accounts where cash can be readily withdrawn to pay for debts as they become due. Charity law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 2011. The Trustees have elected to take advantage of the provisions that apply to small charities and have prepared a Receipts and Payments Account and Statement of Assets and Liabilities.

2. Premises and staff.

The premises are rented from the Magdalen and Lasher Trust.
The staff are directly employed by the Trustees.

3. Trustees' remuneration.

Trustees received no expenses, remuneration or benefits in this period.

4. Glossary of terms.

Restricted funds: These are funds given to the charity, subject to specific restrictions set by the donor, but still within the general objects of the charity.