

**The Athelstan Nursery**

**Charitable Incorporated Organisation (CIO)**

**Trustees' report and Financial Statements**

**for the period**

**01 September 2022 to 31 August 2023**

**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 2023

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## **The Athelstan Nursery**

### **Trustees' annual report**

for the year ended 31 August 2023

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 Jessica Dorey Sally King Sharon Mayhew
Bankers	Lloyds Bank plc, Hastings
Independent examiner	Laura Dawson, 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 2023

### **Background**

The Athelstan Nursery opened in 1978 and is managed 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, 9 am to 3 pm 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 7<sup>th</sup> 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. All staff and committee members hold valid and current DBS checks.

### **Achievements and performance**

The nursery began the year by welcoming new children and returning families. Once again morning sessions proved very popular. At Christmas we held a performance of children singing festive songs and had a party for them during which Father Christmas visited. All staff and children enjoyed an end of year trip to The Rare Breeds Centre. Our website has been refreshed and up dated.

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 our AGM in May which was very well attended. A pirate dress up day and raffle raised £69.50 which went towards purchasing some resources for the garden.

The Trustees are mindful of the financial stresses facing nurseries today and have been grateful this year for the Government's support with fuel costs over the winter. We continue to monitor our finances and give careful consideration to our spending.

## **The Athelstan Nursery**

### **Trustees' annual report( continued)**

for the year ended 31 August 2023

#### **Staff**

We welcomed two new Early years professionals to our staff team during the year. Leann in September, and Sarah in January. Lauren took over the role of Two Year Lead. Natasha topped up her degree to a level 6.

The Trustees are very grateful for the professional and efficient way the staff have worked during another 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. Staff are able to reflect on children's learning and development and encompass their learning styles and interests into every day planning.

#### **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.

Special thanks go to Keith Miller from HVA who has now retired after many years of supporting the nursery.

#### **Donations acknowledged with thanks:**

No donations have been received during this period.

Signed:

J. M. Garsen.

Date:

4<sup>th</sup> March 2024

Chair



Independent examiner's report to the trustees of  
**The Athelstan Nursery**  
for the year ended 31 August 2023

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.



Laura Dawson  
Finance Manager  
Hastings Voluntary Action  
Jackson Hall, Portland Place, Hastings, TN34 1QN

Dated: 5/3/24.

**The Athelstan Nursery**  
**Receipts & payments account**  
**for the year ended 31 August 2023**

Previous Year			Current Year		
		Notes	Unrestricted Funds	Restricted Funds	Total funds
<b><u>Receipts</u></b>					
73,231.75	EYEE Funding		105,890.16	-	105,890.16
20,601.96	Fees		19,315.55	-	19,315.55
-	Fundraising/trips & events		843.80	-	843.80
-	Grants & Donations		-	-	-
-	Miscellaneous Income		7.50	-	7.50
<u>93,833.71</u>			<u>126,057.01</u>	<u>-</u>	<u>126,057.01</u>
<b><u>Expenditure</u></b>					
86,813.89	Wages		90,481.27	-	90,481.27
10,995.64	Rent & utilities		14,152.17	-	14,152.17
4,793.70	Equipment, Office, Materials		3,529.37	3,137.31	6,666.68
777.44	Trips & Events		435.00	-	435.00
4.14	Fundraising costs		319.00	-	319.00
54.58	Food		88.45	-	88.45
35.00	Ofsted		35.00	-	35.00
270.00	Memberships and Subscriptions		299.00	-	299.00
493.00	Repairs & Renewals		-	-	-
1,229.77	Health & Safety/Cleaning		1,439.70	-	1,439.70
697.84	Insurances		776.71	-	776.71
175.10	Training		95.00	-	95.00
-	Advertising		534.78	-	534.78
672.30	Accountancy & Payroll		1,015.40	-	1,015.40
124.40	Bank Charges		106.13	-	106.13
-	Bad Debts		-	-	-
785.73	Sundry Payments		520.04	-	520.04
<u>107,922.53</u>			<u>113,827.02</u>	<u>3,137.31</u>	<u>116,964.33</u>
(14,088.82)	Net surplus (deficit)		12,229.99	(3,137.31)	9,092.68
<u>63,233.05</u>	Opening balances @	1/9/22	<u>46,006.92</u>	<u>3,137.31</u>	<u>49,144.23</u>
<u>49,144.23</u>	Fund balances c/f @	31/8/23	<u>58,236.91</u>	<u>-</u>	<u>58,236.91</u>

**The Athelstan Nursery**  
**Statement of Assets & Liabilities**  
as at  
**31 August 2023**

Previous year	Notes		Total Funds
		<b>Cash assets</b>	
47,457.74		Business account	53,660.25
-		Undeposited funds	-
1,686.49	5	Accounts receivable	4,558.66
-		Cash in hand	18.00
<u>49,144.23</u>		<b>Total cash assets</b>	<u>58,236.91</u>
		<b>Liabilities</b>	
-		Accounts payable	-
-		Outstanding cheques	-
<u>-</u>		<b>Total liabilities</b>	<u>-</u>
<u>49,144.23</u>			<u><u>58,236.91</u></u>

**Assets retained for the charity's own use**

The group holds a costed inventory of equipment

Approved by the Trustees on 1st March 2024 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 2023**

**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.

**5. Debtors.**

Figure includes £3,818.66 credit balance at HMRC. This relates to overpayments made due to mix up over Maternity Allowance repayments. Will resolve itself naturally by around April 2024.