



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
**St James Cottage Nursery**

No (if any)  
**1167643**

**CC16a**

## Receipts and payments accounts

For the period from	Period start date	To	Period end date
	01/09/2021		31/08/2022

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Fees	145,127	-	-	145,127	132,877
Grants	-	-	-	-	3,792
Fundraising & donations	1,224	-	-	1,224	404
Other	673	-	-	673	1,260
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>147,024</b>	<b>-</b>	<b>-</b>	<b>147,024</b>	<b>138,333</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>147,024</b>	<b>-</b>	<b>-</b>	<b>147,024</b>	<b>138,333</b>
<b>A3 Payments</b>					
Wages & NI	98,042	-	-	98,042	93,396
Toys & Equipment	1,501	-	-	1,501	1,194
Utilities & Insurance	5,321	-	-	5,321	4,972
Maintenance & Cleaning	17,066	-	-	17,066	4,343
Stationery, Printing & Copying	1,944	-	-	1,944	1,680
Food costs	4,863	-	-	4,863	3,650
Payroll & Bank Charges	4,672	-	-	4,672	4,675
Other	2,426	-	-	2,426	892
	-	-	-	-	-
<b>Sub total</b>	<b>135,835</b>	<b>-</b>	<b>-</b>	<b>135,835</b>	<b>114,800</b>
<b>A4 Asset and investment purchases, (see table)</b>					
Property	-	-	-	-	5,385
Toy & Play equipment	-	-	-	-	-
Fixtures & Fittings	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,385</b>
<b>Total payments</b>	<b>135,835</b>	<b>-</b>	<b>-</b>	<b>135,835</b>	<b>120,185</b>
<b>Net of receipts/(payments)</b>	<b>11,189</b>	<b>-</b>	<b>-</b>	<b>11,189</b>	<b>18,148</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>255,493</b>	<b>-</b>	<b>-</b>	<b>255,493</b>	<b>237,345</b>
<b>Cash funds this year end</b>	<b>266,682</b>	<b>-</b>	<b>-</b>	<b>266,682</b>	<b>255,493</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>				
	Petty cash & Current Account	20,880	-	-
	Reserves Account	84,031		
	Fundraiser Account	1,492	-	-
	Investment Bonds	160,279	-	-
	<b>Total cash funds</b>	<b>266,682</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK


	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>				
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>				
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>				
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>				
			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Candy Reeves	10/7/23
	GUY REYNOLDS	10/7/23





# Trustees' Annual Report for the period

Period start date			Period end date				
<b>From</b>	Day 01	Month 09	Year 2021	<b>To</b>	Day 31	Month 08	Year 2022

## Section A Reference and administration details

**Charity name** St James Cottage Nursery

**Other names charity is known by**

**Registered charity number (if any)** 1167643

**Charity's principal address** C/O St James First School

Gaunts Common

Wimborne, Dorset

**Postcode** BH21 4JN

### 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	Guy Reynolds	Trustee		
2	Hannah Francis	Trustee		
3	Jenny Spence	Trustee		
4	Wendy Reeves	Trustee		
5	Sarah Wentworth	Trustee		
6				
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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)

Charitable incorporated organisation

Trustee selection methods  
(eg. appointed by, elected by)

The committee members are selected by the existing committee members.

#### 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**

The purpose of the Charity is to enhance the development and education of children under school age in a parent involving community based group.

To provide an out of school service for children aged 2 – 11 years old for the children and their families in the community

**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)**

The main activities of the Charity in relation to the purposes detailed above are met by offering the following:

- Breakfast club
- Early bird drop off
- Pre-school sessions
- Lunch club
- After school club
- Holiday club

The Trustees of the Charity discuss how the aims of the Charity are met at the Trustee meetings.

The Trustees of the Charity ensure that the guidance issued by the Charity Commission on public benefit is met by ensuring that the aims of the Charity are achieved by undertaking the following:

- In order to enhance the education and development of children under school age and to provide an out of school service for children aged 2 -11 the Charity is registered with OFSTED.
- There is an identifiable benefit for all children involved as they are provided with a safe, nurturing environment where the OFSTED framework is followed.
- The Charity provides the services to the community.

**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.

The voluntary management committee is active at fund-raising and at standing in when additional support is required in order for the Charity to meet its purposes.

**Section D**

**Achievements and performance**

## Section D

## Achievements and performance

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

The Charity has met its aims during the year by providing a setting where the development and education of children under school age has been given by following the OFSTED framework together with the provision of an out of school service for children aged 2 – 11 years old .

Numerous children's social events and fundraising activities take place during the year and these include:

- A Christmas party
- A Nativity play and raffle
- A Christmas Fayre (in conjunction with the adjacent First School)
- An Easter Bonnet parade and raffle
- Summer outing with parents
- Leavers party
- Red Nose day
- World Book Day
- May Fayre
- Sports relief
- Sports day

Due to the impact of Covid and the limitations places on the Charity relating to social distancing, not all of the activities noted above were able to go ahead in the year under review.

## Section E

## Financial review

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

Our reserves policy has been updated to state that a sum between £250,000 and £300,000 should be held in reserve in order to ensure that the costs in relation to fixed expenditure, redundancies and potential total rebuild costs are capable of being met.

### 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.
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## Section F

## Other optional information





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## 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)	GUY REYNOLDS	GUY REEVES
Position (eg Secretary, Chair, etc)	CHAIRPERSON	TREASURER
Date	21-07-2023.	