

Trustees' Annual Report for the period

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

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	Laura Perry	Trustee		
3	Jenny Spence	Trustee		
4	Wendy Reeves	Trustee		
5	Sarah Wentworth	Trustee		
6	Rosie Hardy	Trustee		
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, incorporation, company)

Charitable incorporated organisation

Trustee selection methods
(eg. by ordinary resolution by)

The committee members are selected by the existing committee members.

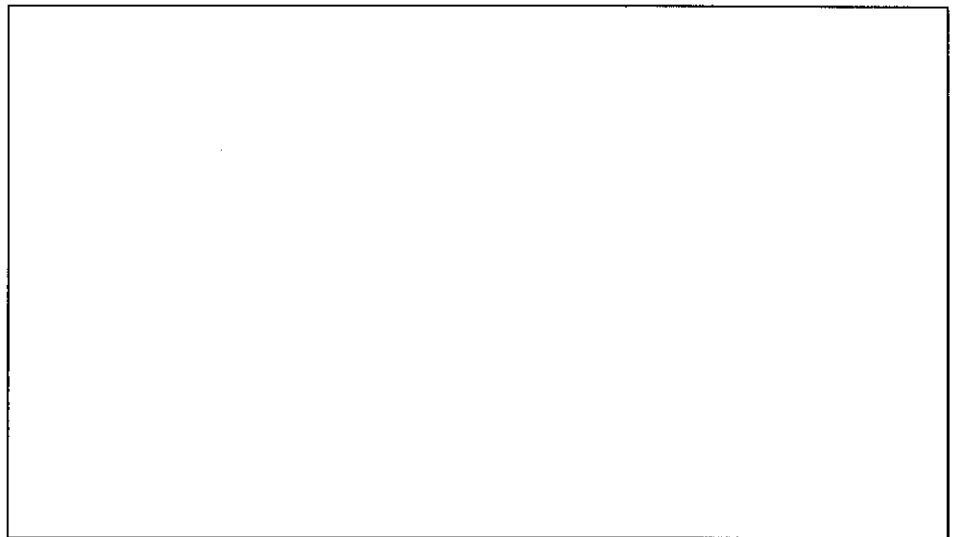
Additional governance issues (Optional information)

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

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and procedures to manage them.



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

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

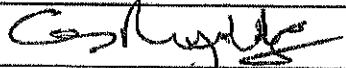
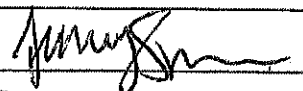
Other optional information

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	JENNY SPENCE
Position (eg Secretary, Chair, etc)	CHAIR	TRUSTEE
Date	17-07-24	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
St James Cottage Nursery

Charity No
1167643

CC16a

Receipts and payments accounts

For the period from	Period start date 01/09/2022	To	Period end date 31/08/2023
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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 £
A1 Receipts					
Fees	126,262	-	-	126,262	145,127
Grants	-	-	-	-	-
Fundraising & donations	455	-	-	455	1,224
Other	1,305	-	-	1,305	673
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	128,022	-	-	128,022	147,024
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	128,022	-	-	128,022	147,024
A3 Payments					
Wages & NI	106,468	-	-	106,468	98,042
Toys & Equipment	1,429	-	-	1,429	1,501
Utilities & Insurance	8,170	-	-	8,170	5,321
Maintenance & Cleaning	14,799	-	-	14,799	17,066
Stationery, Printing & Copying	5,058	-	-	5,058	1,944
Food costs	10,500	-	-	10,500	4,863
Payroll & Bank Charges	5,603	-	-	5,603	4,672
Other	1,285	-	-	1,285	2,426
	-	-	-	-	-
Sub total	153,312	-	-	153,312	135,835
A4 Asset and investment purchases, (see table)					
Property	-	-	-	-	-
Toy & Play equipment	-	-	-	-	-
Fixtures & Fittings	1,538	-	-	1,538	-
Sub total	1,538	-	-	1,538	-
Total payments	154,850	-	-	154,850	135,835
Net of receipts/(payments)	(26,828)	-	-	26,828	11,189
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	266,682	-	-	266,682	255,493
Cash funds this year end	239,854	-	-	239,854	266,682

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 £
B1 Cash funds	Petty cash & Current Account	17,132	-	-
	Reserves Account	59,804	-	-
	Fundraiser Account	1,917	-	-
	Investment Bonds	161,001	-	-
	Total cash funds	239,854	-	-
(agree balances with receipts and payments account(s))				

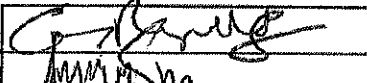
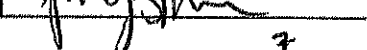
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

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

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

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	Goy REYNOLDS	17/07/24
	JENNY SPENCE	22/07/24



Section A

Independent Examiner's Report

Report to the trustees/ members of	Charity Name: St James Cottage Nursery		
On accounts for the year ended	31 August 2023	Charity no (if any)	1167643
Set out on pages	1 to 7 <small>(Remember to include the page numbers of additional sheets)</small>		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2023.

**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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: MPettifer **Date:** 24 July 2024

Name: Michelle Pettifer FCA, Morris Lane Chartered Accountants

**Relevant professional
qualification(s) or body
(if any):** ACA
Institute of Chartered Accountants in England and Wales

Address: Morris Lane
31/33 Commercial Road, Poole
BH14 0HU

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.