



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 1st	Month September	Year 2020		Day 31st	Month August	Year 2021

Section A

Reference and administration details

Charity name

St Mary's Nursery, Camberley

Other names charity is known by

Registered charity number (if any)

1168824

Charity's principal address

Watchetts Recreation Ground

Park Road

Camberley, Surrey

Postcode

GU15 2SR

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	Revd Andrew Knowles	Chair		
2	Kay Rothwell	Secretary		
3	Lucy Clements	Treasurer		
4	Paul Amphlett	Vice Chair		
5	Sue Dunn	Trustee		
6	Revd Anne Mitchell	Trustee		
7	Jo Atkinson	Trustee		
8				
9				
10				

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
HR Consultant	Personnel Consultants Ltd	Aspect House, Pattenden Lane, Marden TN12 9QJ
H & S Consultant	Just Safety	Market House, 21 Lenhen Street, Alton Hampshire GU34 1HG

Name of chief executive or names of senior staff members (Optional information)

Mrs Susan Gauntlett – St Mary's Nursery Manager

Section B Structure, governance and financial information

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	CIO – Foundation Registered 18 th August 2016
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Elected and recommendations from existing Trustees and PCC

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.

St Mary's Nursery is registered with Ofsted (reg no. EY556342) and is a member of the Early Years Alliance.

The nursery has policies and procedures that are reviewed annually. We have a child protection policy in place and DBS checks are carried out on all staff and trustees in line with the Statutory Requirements of the EYFS.

All trustees give their time voluntarily and do not receive any remuneration or benefits. The trustees meet on bi-monthly the finance officer and the senior leadership team attend the meetings.

The trustees have set up a sub-committee teams who are responsible for different aspects of the nursery. The Chair and Vice Chair are members of this team, minutes are taken at every meeting by the Clerk to the Trustees and circulated to the trustees and leadership team.

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

The aim of the nursery is to advance the education and social development of pre-school children by providing a stimulating and secure environment with a Christian ethos in which children are encouraged to learn through child-initiated play.
The charity promotes and delivers access to affordable, flexible and high quality childcare provision.

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)

Our activities further the public benefit by supporting the needs of the children and families, through promoting the importance of community involvement in childcare.

We work closely with Surrey Heath Family Support Centre, other local nursery settings and the local authorities to promote the wellbeing of our children and their families.

We work in partnership with the local feeder schools to ensure a smooth transition for children when they move from nursery to reception.

We are based in an accessible community setting to ensure that all families are able to benefit from our provision ensuring inclusivity.

We promote the care, safety, education, health and wellbeing of the children our community enabling them to thrive.

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

In September 2020, following previous lockdown restrictions, all children returned to nursery and previously shielding staff returned to work. We implemented a rigorous risk assessment to prevent the spread of Covid as much as possible.

Unfortunately, due to an outbreak of Coronavirus and staff shortages we closed the nursery on 18th January 2021 for one week. Also for a short period in June 2021 to carry out a deep clean following a Norovirus outbreak. This resulted in us refunding our fee-paying parents.

Despite all of the challenges, we have faced the demand for places increased particularly for two year olds.

The 'In the Moment Planning' approach is established in our practice. Along with elements of the 'Curiosity Approach' which encourages us to create the 'thinkers & doers' of the future by providing an environment that inspires curiosity. We have taken elements of Reggio Emilia philosophy, which encourages children to take a lead in their learning and Hygge creating a warm and inviting environment for good wellbeing.

The outdoor and indoor environments have evolved by using upcycled items reducing waste.

We have provided charitable sessions for some of our most vulnerable families to support the wellbeing of the children and their families.

In the holidays we supported our families by providing food vouchers, a lending library, free resources via our online system and held free 'stay and play' sessions in the church hall for our nursery families and the local community.

We had an increasing number of Special Educational Needs children with a range of needs some with very complex needs to whom we provide 1:1 adult support. A large part of our cohort are FEET funded two year olds and children with English as an additional language. We also have children who are on Child Protection Plans (CPP) or are Children In Need (CIN).

We adapted our environment to support all children's individual needs.

At the end of summer term, we had 26 children successfully transition to school.

The trustees are committed to investing in personal development of all the nursery team:-

- The nursery manager enrolled on a Thrive Licensed Practitioner course. This will provide support in emotional wellbeing and self-regulation to children.
- The Deputy Manager and Behaviour Lead attended Early Talk Boost training this supports children with social and language development delay as an impact of the pandemic.
- All staff received 'In the Moment Planning' and 'Understanding Autism and Behaviours' training.
- Four staff members started the Level 3 Diploma.
- All staff received mentoring and coaching for the introduction of the revised EYFS September 2021.

Section D

Achievements and performance

All staff received salary increases from 1st April 2021 due to the national minimum wage increase.

In October, we held a 'Giving week' where we asked for donations of time, resources and monetary gifts for our outdoor environment. We received donations of all three.

Brief statement of the charity's policy on reserves

Reserve policy:

To ensure that we hold enough money in our Reserve account to cover statutory redundancy payments, rent for four months and staff wages for four months. We have chosen four months as this would give ample notice period to the parents and Surrey for funding.

• Direct Charitable Expenses	£40000.00
• Indirect Charitable Expenses	£16000.00
• Redundancy	£8000.00
• Repairs and Maintenance	£8000.00
• Total Reserve	£72000.00

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.

Funds are obtained through a combination of Government Funding and Session Fees for services provided by the Nursery.

There is also a limited amount raised through fundraising which we plough directly into the Nursery. We continue to raise funds for the Nursery outside area.

Due to the closure of the Nursery in June 2021 during the Norovirus outbreak and the Covid-19 Pandemic, we lost income throughout the Spring and Summer Term, as a decision was made to not invoice parents. We were thankful that Surrey CC continued to fund all early years settings which allowed us to pay our staff. We made excess funds £3,748.31. The excess funds were from restricted funding and will be used towards the continuing garden project.

Section F

Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

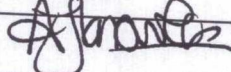
Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

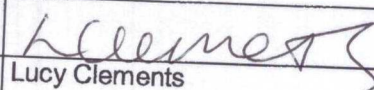
Position (eg Secretary, Chair, etc)

Date



Andrew Knowles

Chair



Lucy Clements

Treasurer

29/04/22

St Mary's Nursery, Camberley
Accounts for the Year Ended 31 August 2021

Statement of Financial Activities

September 2020 to August 2021

Incoming Resources

	Un-restricted £	Restricted £	Total £	Previous Year £
Fees	27225.00	0	27225.00	21927.60
Funding	145667.25	34435.08	179877.33	166937.58
Fundraising	753.29	0	753.29	274.21
Interest Received	7.36	0	7.36	111.26
Grants (Covid – Retention scheme and SSP)	863.72	0	863.72	3632.59
Deposits/Admin Fee	720.00	0	720.00	220
Other Income	240	0	240	0

Total Incoming Resources

175476.62	34435.08	209911.70	193103.24
------------------	-----------------	------------------	------------------

Resources Expended

	£			
Direct Charitable Activities	116280.16	35320.07	151600.23	154245.48
Indirect Charitable Activities	43099.58	10966	54065.58	37181.89
Costs of generating voluntary income	497.58	0	497.58	32.84

Total Resources Expended

159877.32	46286.07	206163.39	191460.21
------------------	-----------------	------------------	------------------

Net Incoming Resources

15599.30	-11850.99	3748.31	1643.80
-----------------	------------------	----------------	----------------

Transfer between funds

0	0	0	0
---	---	---	---

Net Movement in Funds

0	0	0	0
---	---	---	---

Statement of Assets and Liabilities at 31st August 2021

	Un- restricted £	Restricted £	Total £	Previous Year £
Assets				
Rent Deposit	7500.00	0	7500.00	7500
Equipment (see note)	0	4739.64	4739.64	0
Debtors & prepayments	1389.65	0	1389.65	1662
Cash at bank and in hand	100999.35	536.74	101536.09	100241.45
	109889	5276.38	115165.38	109403.45
Liabilities				
Funding/Fees in advance	1521.00	0	1521.00	0
Creditors & Accruals	674.18	0	674.18	615.65
PAYE / Pension	433.59	0	433.59	0
	2628.77		2628.77	
Net Assets	107260.23	5276.38	112536.61	108787.80
Reserves				
Balance brought forward	108787.80	-	108787.80	107144
Surplus/(Deficit) in period	3748.31	-	3748.31	1643.80
Balance Carried Forward	112,536.11	-	112,536.11	108787.80

Approved by the Trustees on:

And signed on its behalf by:

29/04/22.

Chair

Treasurer

Notes to the Accounts

1. Accounting policies

The accounts have been prepared under the historical cost convention on an accruals basis and in accordance with the Charities Act 2011

Depreciation has been provided at the following rates in order to write off the assets over their useful life

Equipment: 33% per annum straight line
Furniture: 20% per annum straight line

2. Fixed Assets

	Un- restricted	Restricted	Total
	£	£	£
Transferred from St Marys Nursery	0	0	0
Disposals	0	0	0
Additions	0	5707.05	0
Cost - carried forward	0	5707.05	5707.05
Depreciation - brought forward		0	
Eliminated on disposal	0	0	0
Charge for year	0	967.41	0
Depreciation - carried forward	0	967.41	967.41
Net Book Value	0	4739.64	4739.64

Bank Charges & Interest	104.40	0	104.40
Depreciation	967.41	0	967.41
Travel Expenses	0	0	0
Miscellaneous	20.07	0	20.07
Total Indirect Charitable Activities	43099.58	10966	54065.58

Independent Examiner's Report to the Trustees of St Mary's Nursery, Camberley

(Registered Charity no. 1168824)

This report is on the accounts of St Mary's Nursery for the year ended 31 August 2021 set out on the attached pages in respect of an examination carried out under section 145 of the Charities Act 2011 ("the Act").

Respective responsibilities of the Trustees and the examiner

The charity's trustees consider that an audit is not required for this year under section 144 (2) of the Act and that an independent examination is needed.

It is our responsibility to:

- Examine the accounts under section 145 of the Act;
- Follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5) (b) of the Act; and
- State whether particular matters have come to our attention.

Basis of independent examiner's statement

Our examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the view given by the accounts.

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 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 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 .

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.

Signed by:

Certax Accounting Wokingham

27 Quartz Close

Wokingham, Berkshire

RG41 3TS

Date

Early Intervention/Discretionary Funding

Balance at 1st September 2020

0

Funding in year

19000.00

Less: expended in 2020/21

19000.00

Remaining

0

Overall - all restricted funds

Balance at 1st September 2020

18086.22

Funding in year

34435.08

Less: expended in 2020/21

51984.56

Remaining

536.74

Independent Examiner's Report to the Trustees of St Mary's Nursery, Camberley

(Registered Charity no. 1168824)

This report is on the accounts of St Mary's Nursery for the year ended 31 August 2021 set out on the attached pages in respect of an examination carried out under section 145 of the Charities Act 2011 ("the Act").

Respective responsibilities of the Trustees and the examiner

The charity's trustees consider that an audit is not required for this year under section 144 (2) of the Act and that an independent examination is needed.

It is our responsibility to:

- Examine the accounts under section 145 of the Act;
- Follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5) (b) of the Act; and
- State whether particular matters have come to our attention.

Basis of independent examiner's statement

Our examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the view given by the accounts.

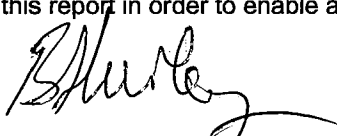
Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination 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 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 .

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.

Signed by:



B. HURLEY I.F.A. A.K.A. MIPRA M.C.I.S.A.
Certax Accounting Wokingham

27 Quartz Close

Wokingham, Berkshire

RG41 3TS

Date

11/3/22