

Ashridge Nursery CIO

Amendment to AGM meeting 2024 and treasurers report (original minutes below)

Please find below an update to the reported financial information following an end of year review. Please note minor amendments to the figures following corrections. **Updated balance sheet and I&E report has been prepared and circulated to trustees.**

Overview

Income	£174649 (previously reported £175159)
Expenditure	£179974 (previously reported £179966)
Deficit	£5324 (previously reported £4807)

J Robinson

June 2024

Ashridge Nursery CIO

Annual General Meeting 2024

Tuesday 19th March 2024

Attendees-Lucinda Corse, Sophie Harman, Sam Gunter, Zoe Mitchell, Grace Sobecki, Prasoon, Louise Rose, Jen Ralphs, Anna Peck, Belinda Bunyan, Christine Smith, Sharon Bagshaw, Geoff Woods, Jen Robinson, Rhiannon Sellman.

The minutes from the 2023 AGM were proposed and agreed by the members.

Proposed: Jen Robinson

Seconded: Sam Gunter

Chair Person Report - Jen Ralphs:

Welcome to the Annual General Meeting of Ashridge Nursery 2024 and thank you for joining us.

We have had a really positive year with the nursery making strong steps forward.

Zoe Mitchell the Manager and nominated person for Ofsted has had some changes in her management team. We said goodbye to Nicola Wells, the Deputy who was an incredibly long serving member of the management team having been at the nursery for 16 years. A huge thank you to her for all of her hard work over the years having made an impact on so many local families. Moving forward from this, Megan House was promoted to the Deputy role. Megan's joint vision, alongside Zoe, to focus on the quality of the setting is vital for the teams continuing journey. Lucinda Corse in her role as Senior Nursery Practitioner has also taken on the crucial role of Safeguarding Lead, which is paramount to keeping all of the children safe in their care.

We welcome Grace Sobecki to the team, who joined us as an unqualified nursery practitioner. Grace is currently working towards her childcare qualification. We are also lucky to have welcomed Belinda Bunyan back to the nursery into her new role as a 121 support, for a child with Special Educational Needs.

Thank you to our outgoing Chair Person Anna McSherry, who has now left the committee. I have now stepped into this role, the early years is something I am passionate about and I am really pleased to be able to support Zoe and the nursery. We would like to welcome Geoff Woods to the role of Treasurer, and thank Jen Robinson for her continued support and advice in this area. Thank you Anna Peck for her continued hard work as Secretary. John Wallace continues as a trustee of the nursery and has been involved since 1980 when the nursery began, of which such this level of support and dedication to the nursery deserves a personal mention. Thank you to all the committee members for their time and ideas over the last year. Without you the nursery would not be able to continue to function.

The development of the outdoor environment is ongoing with a new staff office space planned for the upcoming year.

Some notable highlights of the year have been the charity fundraising evolving with new ideas for events. Parent involvement remains a key passion and focus for the nursery, which continues to offer special events like Mothers day stay and plays, coffee mornings and the Christmas singing session and raffle. Zoe and the team continue to offer and be open to ideas for events to enable family engagement, including parents, grandparents and family members when they can. _

Treasurers Report - Jen Robinson: Please see balance sheet and I&E report for year ending 31/08/23

Overview

Income	£175159
Expenditure	£179966
Deficit	£4807

Grant Income

Wokingham Borough Council £139053 - the grant funding continues to be our primary income and covers the staff costs including pensions. The rates for funded hours will increase this year for both 3 and 4 yr olds and 2 year olds this year.

Lunch Club and fees for extra hours

Total £32597 - this income remains essential for our annual running costs. These costs will be reviewed on a yearly basis to reflect the staffing costs.

Fundraising

£965 total - as huge thank you to everyone that has helped to raise funds for the nursery. The highlights were:

£504	Scotathon
£86.35	Happy Bags
£107.45	Valentine cake sale
£45.30	Easter cake sale
£59.30	Halloween cake sale

£45.45

Chocoholics order

Utilities

Gas and Electricity contracts have now been updated and we have joined a new supplier at a lower rate for the year ahead.

Staff costs

Staff wages were increased by 5% in April 2023 and there will be a further increase in April 2024 following the increase in minimum wage. This will also increase our pension contributions for the financial year.

Capital Expenditure

Nature Garden spend - £16,140. Further plans to add new storage and a sheltered area are being discussed. A breakout space for staff would be beneficial. This could also be used for parent meetings.

Forward planning

- As we continue to develop and renew the outside area we will review the current equipment in the front garden and ensure it is fit for purpose. We are committed to ensuring the nursery environment is safe for both children and staff.
- Discussions are underway for developing a sensory area to provide a more suitable learning environment for children with special educational needs.
- We hold reserves for ensuring the building is fit for purpose and also for redundancy should the need occur in the future. As we move forward with further plans for capital expenditure (updating the outside area) we will require an updated reserves policy.

Independent examiner - Sandy Lilford GSJ Bookkeepers (2 St Nicholas Cottage, Poplar Lane, Hurst RG10 0DL)

All current parents and families who have been accepted a place are members of Ashridge Nursery CIO

Election of other members-

Jen Robinson, John Wallis

Proposed: Jen Ralphs

Seconded: Zoe Mitchell

Staff-

Zoe Mitchell, Sam Gunter, Lucinda Corse, Christine Smith, Jenny McKellar, Rose Kelly, Rhiannon Sellman, Sharon Bagshaw, Triptee Tandon, Megan House, Grace Sobecki

Proposed: Jen Ralphs

Seconded: Jen Robinson

Election of officers

Treasurer-Geoff Woods

Proposed-Lucinda Corse

Seconded: Sam Gunter

Chair-Jen Ralphs

Proposed-Jen Robinson

Seconded: Belinda Bunyan

Secretary

Vacant

Committee members

Jen Robinson, Anna Peck, Sam Gunter, Zoe Mitchell, John Wallis, Louise Rose, Sophie Harman

Proposed: Jen Ralphs

Seconded: Geoff Woods

Auditor-

Sandy Lilford

Proposed: Jen Robinson

Seconded: Sam Gunter

Close of meeting

Ashridge Nursery CIO			
Accounts for Year Ended 31 August 2023			
Balance Sheet			
	2023		2022
	£		£
ASSETS			
Fixed Assets			
Current Assets			
Barclays Bank Account	107662		126144
CAF Cash Account	1739		6009
CAF Gold Account	111162		110066
Prepayments	1078		0
Debtors	0		0
TOTAL ASSETS	221642		242219
LIABILITIES			
Creditors			
Advance Payments	42615.38		43239
Accruals			
PAYE due to HMRC	568		230
NI due to HMRC	1233		803
Pension contributions due	1150		407
TOTAL LIABILITIES	45566		44679
Net Current Assets	176076		197540
Net Assets	176076		197540
Capital Account			
Balance at start of period	197540		71837
CIO Transfer	0		121317
Capital Expenditure (Nature Garden)	-16140		
Net (Deficit)/Surplus	-5324		4385
	176076		197540

Ashridge Nursery CIO		
Accounts for Year Ended 31 August 2023		
Income & Expenditure		
	2023	2022
	£	£
Income		
Other income	270	1584
Interest received	1107	69
Admin Fees	87	100
Lunch Club	14636	14965
Session Fees	17451	8179
Donations and Contributions	659	484
Children's Uniform	423	293
Fundraising	965	1132
Grants	139053	138394
TOTAL INCOME	174649	165199
Expenditure		
Miscellaneous	733	259
Office equipment and IT	470	3037
Employee Wages and Salaries	141646	121040
Employers NI	230	665
Employer's Pension	3822	3183
Statutory Sick Pay	75	135
Rent	1350	1350
Water Rates	434	317
General Rates	1083	943
Electricity	636	425
Gas & Oil	581	874
Printing	0	129
Office Supplies	651	354
Accountancy Fees	2900	2796
Legal & Recruitment fees	2592	866
Nursery Insurance	5511	5893
Cleaning	3583	3752
Bank Charges and Interest	185	233
General Expenses	1426	
Storage	414	923
Subscriptions	635	499
Phone & Broadband	645	527
Staff Uniform	621	211
Maintenance	3787	4200
Childrens Uniform	440	
Staff Training	567	1693
Snack Shopping	573	313
Gifts & Parties	1269	1903
Equipment	2952	4110
Safeguarding	162	183
TOTAL EXPENSE	179974	160814
Surplus/Deficit	-5324	4385

Ledger AccountCapital (3000)
From01/09/22
To31/08/23

Analysis Type Analysis Category

Trx No	Name	Reference
	2725 Woods Landscaping	
	2726 Woods Landscaping	
	2727 Woods Landscaping	

Description	Debit
Opening Balance	
Materials Deposit invoice for Nature Garden	2,197.40
Materials balance for Garden Project	9,404.60
75% Labour for Garden project	4,537.50
Closing Balance	
Period Variance	16,139.50



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Ashridge Nursery CIO

On accounts for the year
ended

31 AUGUST 2023

Charity no
(if any)

1172842

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 08 / 2022**.

Responsibilities and
basis of report

As the charity's trustees, 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 all 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:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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:

Date:

28/06/2024

Name:

SANDY LILFORD

Relevant professional
qualification(s) or body
(if any):

ICB

Address:

2 ST NICHOLAS COTTAGE

POPLAR LANE

RG10 0DL

Section B**Disclosure**

Only complete if the examiner needs to highlight material 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.

NO MATTERS OF CONCERN