

# CHIDDINGSTONE NURSERY SCHOOL CHARITABLE INCORPORATED ORGANISATION

England & Wales · Charity number 1184378

## Details

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**Other names** CHIDDINGSTONE NURSERY SCHOOL CIO

**Status** Registered

**Legal form** CIO

**Registered** 2019-07-11

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Chiddingstone Nursery School  
Chiddingstone Castle  
Hill Hoath Road  
Chiddingstone  
Edenbridge  
TN8 7AD

**Phone** 01892871315

**Email** [office@chiddingstonenursery.co.uk](mailto:office@chiddingstonenursery.co.uk)

**Website** [www.chiddingstonenursery.co.uk](http://www.chiddingstonenursery.co.uk)

## Activities

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**Objects:** THE DEVELOPMENT AND EDUCATION OF CHILDREN AND YOUNG PEOPLE IN PARTICULAR BY:PROMOTING THEIR CARE AND SAFETY;PROMOTING THEIR EDUCATION AND PROMOTING PARENTAL INVOLVEMENT;PROMOTING THEIR HEALTH AND WELLBEING;PROVIDING SERVICES TO SUPPORT THEM AND THEIR FAMILIES AND CARERS;PROVIDING SERVICES TO INDIVIDUALS HOLDING MEMBERSHIP OF THE CIO; ANDFURTHERING THE AIMS OF THE PRE-SCHOOL LEARNING ALLIANCE.

**Activities:** Chiddingstone Nursery is a pre-school whose aim is to enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the need of their children through community groups.

## Classification

- **How:** Provides Advocacy/advice/information
- **What:** Education/training
- **Who:** Children/young People

## Geography

- Kent

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£116,997	£115,424	-	-
2024-08-31	£132,623	£119,350	-	-
2023-08-31	£124,265	£110,896	-	-
2022-08-31	£119,122	£103,749	-	-
2021-08-31	£100,232	£86,293	-	-
2020-08-31	£50,413	£38,245	-	-

## Trustees

Name	Role	Appointed
<b>David Cuthbertson</b>	Chair	2026-01-14
Alice Hewetson		2025-09-10
Geraldine Cohen		2023-05-09
Helen Gamble		2024-11-12
Jennifer Brockman		2026-01-14
Laetitia Sundt		2023-05-09
Megan Downing		2023-07-10
SARAH FITZGERALD O'CONNOR		2023-05-09
Sophie Turpin		2025-12-01
Susan Butcher		2023-05-09
Victoria Wallis		2026-05-13

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# Accounts

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**Chiddingstone Nursery School CIO**

**Charity No. 1184378**

**Company No. CE018174**

**Trustees' Report and Unaudited Accounts**

**31 August 2025**

**Chiddingstone Nursery School CIO**

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**Chiddingstone Nursery School CIO**

**Trustees Annual Report**

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the unaudited financial statements of the charity for the year ended 31 August 2025.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Company No. CE018174**

**Charity No. 1184378**

**Registered Office**

Chiddingstone Castle  
Hill Hoath Road  
Chiddingstone  
Edenbridge  
TN8 7AD

**Directors and Trustees**

The Directors of the charitable company are its Trustees for the purposes of charity law. The following Directors and Trustees served during the year:

S. Butcher  
G. Cohen  
M. Downing  
S. Fitzgerald O'Connor  
H. Gamble  
L. Sundt  
F. Watson  
S. Woodward (Resigned 30 November 2025)

**Key Management Personnel**

Chair S. Fitzgerald O'Connor

**Accountants**

Solutions Accountancy & Bookkeeping Ltd  
1 The Mews  
Little Brunswick Street  
Huddersfield  
HD1 5JL

**OBJECTIVES AND ACTIVITIES**

The charity works for the public benefit having as its objects the development and education of children and young people.

## **Chiddingstone Nursery School CIO**

### **Trustees Annual Report**

- (1) promoting their care and safety;
- (2) promoting their education and promoting parental involvement;
- (3) promoting their health and wellbeing;
- (4) providing services to support them and their families and carers;
- (5) providing services to individuals holding membership of the CIO; and
- (6) furthering the aims of the Pre-school Learning Alliance.

The trustees of Chiddingstone Nursery CIO are aware of the guidance on public benefit. We have taken it into account when making a decisions to which the guidance is relevant.

### **ACHIEVEMENTS AND PERFORMANCE**

Main Achievements:

Regarding the Committee Annual Plan, the trustees objectives were met as follows: Staff support; Committee development; Premises maintenance; Safeguarding; Ofsted standards. In addition, we have worked in a timely and professional manner to respond to any unexpected challenges.

#### 1) Managing staff change:

This year there has been a period of significant change as our Office and Finance Administrator left and Victoria Tripp joined. Victoria has been a fantastic addition to the nursery team. Victoria has made huge strides in auditing and improving various finance and administrative processes to ensure the nursery runs as smoothly as possible. We said goodbye to nursery practitioner Jen Wickens and welcomed back Vicki Wallis. In addition, Mrs Still has been progressing brilliantly with her training for Level 3 and we have had the huge pleasure and benefit of Indah Bodeving volunteering her time as she explores a career in early years. All appraisals completed with Nursery Leader. Pay was increased for all staff in April 2025 in line with living wage increase. Staff survey had very positive results.

#### 2) Managing increasing costs and competition:

It has been a challenging year for managing forecasted increasing costs. We had the increase to minimum wage of 6.7% from April 2025 while funding from KCC only increased by 3.5%. Government funding in support of working parents of children 9 months and above is increasing competition in the sector as working parents look for longer opening times and settings that can take children from a younger age. Treasurer Geraldine Cohen has navigated all of the financial forecasting via a new annual budgeting tool and has created an inaugural Finance Policy.

#### 3) Lease negotiations:

Lease negotiations are ongoing with the Castle and we will face an increase in rent which we have budgeted for from September 2025. Sadly, we had to close Friday afternoons after low take up. We have made changes to fees from September 2025 to better cover costs and better provide funded care in continuous blocks. In addition we will now receive extra funding in recognition of having a qualified teacher in Mrs Handy on the practitioner staff.

## **Chiddingstone Nursery School CIO**

### **Trustees Annual Report**

#### 4) Renovations:

With the PTA funds raised from the Colour Run event in May 2024, improvements have been made to the courtyard in 2025 by updating the storage sheds and clearing and replacing old broken equipment. More renovations are planned, such as continued improvements to the courtyard and updating the nursery flooring, but these are on hold until the terms of the new lease are agreed.

#### 5) Continuous Improvement via the EYFS:

Continuous Improvement via the EYFS - The early years practitioners delivered another year of exceptional practice. Mrs Downing, with support from Mrs Handy and the team, developed our own curriculum from the EYFS and hosted a curriculum session to present it to parents. In addition Mrs Downing has introduced next steps which allows children's development to be observed and communicated with parents.

#### 6) Committee Development:

Currently we have 9 committee members of which 3 are current or past parents of the nursery. It was decided to wrap up the official PTA due to the time required to organise and administer it however parents are still encouraged to get involved in the nursery and support events and fundraising by joining the committee. The committee remains strong with members reappointed at AGM:

- Sarah Fitzgerald O'Connor
- Letty Sundt
- Francesca Watson
- Samantha Woodward
- Geraldine Cohen
- Sue Butcher
- Megan Downing

#### 7) Governance and compliance:

To aid handovers when trustees change, we have started a digital copy of the Handover file and refreshed the Committee welcome pack to help with the induction of new trustees.

#### 8) Safeguarding:

The trustees have kept safeguarding as a central focus of any decisions made this year. At each committee meeting we are reminded of the key information for reporting safeguarding concerns. Each trustee has undertaken safeguarding training and read the relevant policies as noted in our central record.

### **FINANCIAL REVIEW**

For the year ended 31/08/2025 the charity had an income over expenditure surplus of £1,573(2025) compared to £13,273.(2024), the surplus is carried forward to next year to further fund the charities objectives.

The Charity's reserve policy is to meet redundancy liabilities equal to statutory redundancy pay; provide general contingency reserves equal to a minimum of three months of average total expenditure of the last two years, excluding any rental and exceptional expenditure; and provide rental contingency reserves equal to one year of total expenditure as per the current lease agreement. As at 31/08/2025 the reserve held was £109,980.

## **Chiddingstone Nursery School CIO**

### **Trustees Annual Report**

The following are the principal risks facing the charity:

- Competition from local nurseries offering longer hours or more funding (e.g. 30 hours or from 9 months for working parents) or Forest School
- Underfunding from central government. The funding we receive barely covers the running costs of providing the contracted hours of education.
- The potential for rent and utilities to increase costs if the landlord renegotiates the lease
- Staff succession planning bearing in mind the length of tenure of a lot of our staff.
- The principal source of funds comes from fees and this was 53% of annual income in the period ended 31/08/2025.

### **PLANS FOR FUTURE PERIODS**

- a) Increasing provision – Looking for ways to boost income and meet the needs of parents e.g. early drop off Monday to Thursday; summer holiday club; lunch hour. Continue to explore forest school training for staff.
- b) Premises – Continue improvements to the courtyard, replace nursery floor, contingency planning for alternative premises.
- c) Ofsted readiness – Support Megan however we can with continuous improvement plan and mock inspection.
- d) Succession planning – As such a small team we are aware of the importance of succession planning, especially for management posts, so will be working hard to have people lined up as potential candidates. In addition we will aim to create handbooks for management posts and committee roles to capture the most important information needed for any future handovers.
- e) Safeguarding – Implement government changes to EYFS to further tighten guidance, including managing absence and child nutrition.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The charity is a CIO, registered with the Charity Commission, with a board of trustees with a wide variety of experience. The Charity adopted and follows the Model CIO Constitution for Childcare Providers 2013.

The Charity upholds the following trustee selection method and policies:

- (1) There must be at least three charity trustees. If the number falls below this minimum, the remaining trustee or trustees may act only to call a meeting of the charity trustees, or to appoint a new charity trustee.
- (2) The maximum number of charity trustees is 12. The charity trustees may not appoint any charity trustee if, as a result, the number of charity trustees would exceed the maximum.  
The charity trustees are appointed at the AGM of the charity to serve for two successive years and shall retire from office with effect from the conclusion of the second AGM following their appointment.
- (3) At every AGM of the members of the CIO, one third (or the number nearest to one third) of the elected charity trustees shall retire from office.
- (4) The charity trustees to retire by rotation shall be those who have been longest in office since their last appointment or reappointment. If any charity trustees were last appointed or reappointed on the same day, those to retire shall (unless otherwise agreed amongst themselves) be determined by lot.

**Chiddingstone Nursery School CIO**

**Trustees Annual Report**

(5) The vacancies so arising may be filled by the decision of the members at the AGM; any vacancies not filled at the AGM may be filled as provided in sub-clause (5) of this clause.

(6) The members or the charity trustees may at any time decide to appoint a new charity trustee, whether in place of a charity trustee who has retired or been removed in accordance with clause 15 (Retirement and removal of charity trustees), or as an additional charity trustee, provided that the limit specified in sub-clause 12(3) (Number of charity trustees) would not as a result be exceeded. A person so appointed, shall serve for two successive years and shall retire in accordance with sub-clauses(2) and (3) of this clause.

(7) Where an individual is appointed as a charity trustee, it is that individual who is the charity trustee. No other individual with whom they share membership shall be entitled to stand in their place at meetings of the charity trustees or have any other rights as a charity trustee.

(8) To encourage parental involvement, at least two thirds of the charity trustees shall normally at the time of election be family members. In the event that this figure cannot be achieved however, the CIO may elect affiliate members to make up the balance of the charity trustees.

The charity trustees will make available to each new charity trustee, on or before his or her first appointment:

- (1) a copy of this constitution and any amendments made to it;
- (2) a copy of the CIO's latest trustees' annual report and statement of accounts; and
- (3) a copy of the roles and responsibilities of trustees as produced by the Charity Commission.

Trustees are also encouraged to attend training provided by The Education People

The charity is run by Trustees and a wider committee that represent the parents involved in the nursery.

The day-to-day management of the nursery is carried out by the Nursery Leader and qualified nursery staff.

Chiddingstone Nursery PTA carries out fundraising for equipment and resources.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The above report has been prepared in accordance with the provisions applicable to companies subject to the small companies regime as set out in Part 15 of the Companies Act 2006 and in accordance with the Charities SORP (FRS 102).

Signed on behalf of the board

Signed by:  


S. Fitzgerald O'Connor

Trustee

28 April 2026

**Chiddingstone Nursery School CIO**

**Independent Examiners Report**

**Independent Examiner's Report to the trustees of Chiddingstone Nursery School CIO**

I report to the charity trustees on my examination of the financial statements of Chiddingstone Nursery School CIO for the year ended 31 August 2025.

**Responsibilities and basis of report**

As the charity's trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act).

Having satisfied myself that the financial statements of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's financial statements as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

**Independent examiner's statement**

I have completed my examination. I can confirm that no material matters have come to my attention in connection with the examination giving me cause to believe:

- accounting records were not kept in accordance with section 386 of the 2006 Act ; or
- the financial statements do not accord with those records; or
- the financial statements do not comply with the accounting requirements under section 396 of the 2006 Act other than any requirement that the financial statements give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 financial statements to be reached.



Vicky Newham CPAA  
Solutions Accountancy & Bookkeeping Ltd  
1 The Mews  
Little Brunswick Street  
Huddersfield

HD1 5JL  
28 April 2026

**Chiddingstone Nursery School CIO**

**Statement of Financial Activities**

**for the year ended 31 August 2025**

		Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
	Notes				
<b>Income and endowments from:</b>					
Donations and legacies	4	8	-	8	2,550
Charitable activities	5	108,440	1,617	110,057	127,491
Other trading activities	6	-	5,871	5,871	1,359
Other	7	1,061	-	1,061	1,223
<b>Total</b>		<b>109,509</b>	<b>7,488</b>	<b>116,997</b>	<b>132,623</b>
<b>Expenditure on:</b>					
Charitable activities	8	2,394	-	2,394	5,421
Other	9	107,159	5,871	113,030	113,929
<b>Total</b>		<b>109,553</b>	<b>5,871</b>	<b>115,424</b>	<b>119,350</b>
Net gains on investments		-	-	-	-
<b>Net income</b>	10	<b>(44)</b>	<b>1,617</b>	<b>1,573</b>	<b>13,273</b>
Transfers between funds		-	-	-	-
<b>Net income before other gains/(losses)</b>		<b>(44)</b>	<b>1,617</b>	<b>1,573</b>	<b>13,273</b>
<b>Other gains and losses</b>					
<b>Net movement in funds</b>		<b>(44)</b>	<b>1,617</b>	<b>1,573</b>	<b>13,273</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		108,407	-	108,407	95,134
<b>Total funds carried forward</b>		<b>108,363</b>	<b>1,617</b>	<b>109,980</b>	<b>108,407</b>

**Chiddingstone Nursery School CIO**

**Summary Income and Expenditure Account**

**for the year ended 31 August 2025**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Income	116,997	132,623
<b>Gross income for the year</b>	<u>116,997</u>	<u>132,623</u>
Expenditure	115,171	119,308
Depreciation and charges for impairment of fixed assets	253	42
<b>Total expenditure for the year</b>	<u>115,424</u>	<u>119,350</u>
Net income before tax for the year	1,573	13,273
<b>Net income for the year</b>	<u><u>1,573</u></u>	<u><u>13,273</u></u>

**Chiddingstone Nursery School CIO****Balance Sheet**at **31 August 2025**

<b>Company No.</b>	<b>CE018174</b>	<b>Notes</b>	<b>2025</b>	<b>2024</b>
			<b>£</b>	<b>£</b>
<b>Fixed assets</b>				
	Tangible assets	12	718	971
			<u>718</u>	<u>971</u>
<b>Current assets</b>				
	Debtors	13	1,462	-
	Cash at bank and in hand		113,449	114,813
			<u>114,911</u>	<u>114,813</u>
	<b>Creditors: Amount falling due within one year</b>	14	(5,649)	(7,377)
	<b>Net current assets</b>		109,262	107,436
	<b>Total assets less current liabilities</b>		109,980	108,407
	<b>Net assets excluding pension asset or liability</b>		109,980	108,407
	<b>Total net assets</b>		<u>109,980</u>	<u>108,407</u>
<b>The funds of the charity</b>				
<b>Restricted funds</b>				
	Restricted income funds	15	1,617	-
			<u>1,617</u>	<u>-</u>
<b>Unrestricted funds</b>				
	General funds	15	108,363	108,407
			<u>108,363</u>	<u>108,407</u>
<b>Reserves</b>				
	<b>Total funds</b>		<u>109,980</u>	<u>108,407</u>

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.


For the year ended 31 August 2025 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

Approved by the board on 28 April 2026

And signed on its behalf by:

Signed by:  
  
 S. Fitzgerald O'Connor

Trustee

28 April 2026

**Chiddingstone Nursery School CIO****Statement of Cash flows****for the year ended 31 August 2025**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
<b>Cash flows from operating activities</b>		
<b>Net income per Statement of Financial Activities</b>	1,573	13,273
<b>Adjustments for:</b>		
Depreciation of property, plant and equipment	253	42
Dividends, interest and rents from investments	(1,061)	(1,223)
Other gains/losses	-	-
Increase in trade and other receivables	(1,462)	-
Decrease in trade and other payables	(1,728)	(4,331)
<b>Net cash (used in)/provided by operating activities</b>	<u>(2,425)</u>	<u>7,761</u>
<b>Cash flows from investing activities</b>		
Dividends, interest and rents from investments	1,061	1,223
<b>Net cash from investing activities</b>	<u>1,061</u>	<u>210</u>
<b>Net cash from financing activities</b>	<u>-</u>	<u>-</u>
<b>Net (decrease)/increase in cash and cash equivalents</b>	(1,364)	7,971
<b>Cash and cash equivalents at the beginning of the year</b>	114,813	106,842
<b>Cash and cash equivalents at the end of the year</b>	<u>113,449</u>	<u>114,813</u>
<b>Components of cash and cash equivalents</b>		
Cash and bank balances	113,449	114,813
	<u>113,449</u>	<u>114,813</u>

**Chiddingstone Nursery School CIO****Notes to the Accounts****for the year ended 31 August 2025****1 Accounting policies****Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

**Change in basis of accounting or to previous accounts**

There has been no change to the accounting policies (valuation rules and method of accounting) since last year and no changes have been made to accounts for previous years.

**Fund accounting**

Unrestricted funds	These are available for use at the discretion of the trustees in furtherance of the general objects of the charity.
Designated funds	These are unrestricted funds earmarked by the trustees for particular purposes.
Revaluation funds	These are unrestricted funds which include a revaluation reserve representing the restatement of investment assets at their market values.
Restricted funds	These are available for use subject to restrictions imposed by the donor or through terms of an appeal.

**Income**

Recognition of income	Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to, and virtually certain to receive, the income and the amount of the income can be measured with sufficient reliability.
Income with related expenditure	Where income has related expenditure the income and related expenditure is reported gross in the SoFA.
Donations and legacies	Voluntary income received by way of grants, donations and gifts is included in the the SoFA when receivable and only when the Charity has unconditional entitlement to the income.
Tax reclaims on donations and gifts	Income from tax reclaims is included in the SoFA at the same time as the gift/donation to which it relates.
Donated services and facilities	These are only included in income (with an equivalent amount in expenditure) where the benefit to the Charity is reasonably quantifiable, measurable and material.
Volunteer help	The value of any volunteer help received is not included in the accounts.
Investment income	This is included in the accounts when receivable.

**Chiddingstone Nursery School CIO****Notes to the Accounts****Expenditure**

Recognition of expenditure	Expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.
Expenditure on raising funds	These comprise the costs associated with attracting voluntary income, fundraising trading costs and investment management costs.
Expenditure on charitable activities	These comprise the costs incurred by the Charity in the delivery of its activities and services in the furtherance of its objects, including the making of grants and governance costs.
Grants payable	All grant expenditure is accounted for on an actual paid basis plus an accrual for grants that have been approved by the trustees at the end of the year but not yet paid.
Governance costs	These include those costs associated with meeting the constitutional and statutory requirements of the Charity, including any audit/independent examination fees, costs linked to the strategic management of the Charity, together with a share of other administration costs.
Other expenditure	These are support costs not allocated to a particular activity.

**Taxation**

The charity is exempt from corporation tax on its charitable activities.

**Tangible fixed assets and depreciation**

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Computer Equipment                      25% straight line

The carrying values of tangible fixed assets are reviewed for impairment in periods if events or changes in circumstances indicate the carrying value may not be recoverable.

**Trade and other debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**Cash and cash equivalents**

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. In the statement of financial position, bank overdrafts are shown within borrowings or current liabilities. In the Statement of Cash Flows, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the company's cash management.

**Trade and other creditors**

Short term creditors are measured at the transaction price. Other creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

**Chiddingstone Nursery School CIO**

**Notes to the Accounts**

**Pension costs**

The charity operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the company pays fixed contributions into a separate entity. Once the contributions have been paid the company has no further payments obligations. The contributions are recognised as expenses when they fall due. Amounts not paid are shown in accruals in the balance sheet. The assets of the plan are held separately from the company in independently administered funds.

**2 Company status**

The company is a private company limited by guarantee and consequently does not have share capital.

**3 Statement of Financial Activities - prior year**

	<b>Unrestricted funds 2024 £</b>	<b>Restricted funds 2024 £</b>
<b>Income and endowments from:</b>		
Donations and legacies	50	2,500
Charitable activities	127,491	-
Other trading activities	-	1,359
Other	1,223	-
<b>Total</b>	128,764	3,859
<b>Expenditure on:</b>		
Charitable activities	5,421	-
Other	110,024	3,905
<b>Total</b>	115,445	3,905
<b>Net income</b>	13,319	(46)
<b>Net income before other gains/(losses)</b>	13,319	(46)
<b>Other gains and losses:</b>		
<b>Net movement in funds</b>	13,319	(46)
<b>Reconciliation of funds:</b>		
Total funds brought forward	95,088	46
<b>Total funds carried forward</b>	108,407	-

**4 Income from donations and legacies**

	<b>Unrestricted £</b>	<b>Total 2025 £</b>
Donations	8	8
	8	8

**Chiddingstone Nursery School CIO****Notes to the Accounts****5 Income from charitable activities**

	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>
			<b>2025</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Fee Income	55,100	959	56,059
KCC Funded Places	49,869	658	50,527
Admin Fee/Deposit	1,108	-	1,108
Other	2,363	-	2,363
	<u>108,440</u>	<u>1,617</u>	<u>110,057</u>

**6 Income from other trading activities**

	<b>Restricted</b>	<b>Total</b>
		<b>2025</b>
	<b>£</b>	<b>£</b>
FF2 Payments	5,545	5,545
SENIFF Payments	-	-
EYPP Payments	326	326
	<u>5,871</u>	<u>5,871</u>

**7 Other income**

	<b>Unrestricted</b>	<b>Total</b>
		<b>2025</b>
	<b>£</b>	<b>£</b>
Interest Received	1,061	1,061
	<u>1,061</u>	<u>1,061</u>

**8 Expenditure on charitable activities**

	<b>Unrestricted</b>	<b>Total</b>
		<b>2025</b>
	<b>£</b>	<b>£</b>
<i>Expenditure on charitable activities</i>		
Fee Income	807	807
KCC Funded Places	1,461	1,461
Admin Fee/Deposit	126	126
<i>Governance costs</i>		
	<u>2,394</u>	<u>2,394</u>

**Chiddingstone Nursery School CIO****Notes to the Accounts****9 Other expenditure**

	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Employee costs	83,491	5,871	89,362
Premises costs	12,183	-	12,183
Amortisation, depreciation, impairment, profit/loss on disposal of fixed assets	253	-	253
General administrative costs	7,044	-	7,044
Legal and professional costs	4,188	-	4,188
	<u>107,159</u>	<u>5,871</u>	<u>113,030</u>

**10 Net income before transfers****2025**

This is stated after charging:

**£**

Depreciation of owned fixed assets

253

**11 Staff costs****2025**

Salaries and wages

85,990

Pension costs

2,401

88,391

No employee received emoluments in excess of £60,000.

**12 Tangible fixed assets****Computer  
Equipment****£****Cost or revaluation**

At 1 September 2024

1,013

At 31 August 2025

1,013**Depreciation and  
impairment**

At 1 September 2024

42

Depreciation charge for the  
year

253

At 31 August 2025

295**Net book values**

At 31 August 2025

718

At 31 August 2024

971**13 Debtors****2025****£**

Prepayments and accrued income

1,462

1,462

**Chiddingstone Nursery School CIO**

**Notes to the Accounts**

**14 Creditors:**

amounts falling due within one year

	<b>2025</b>
	<b>£</b>
Other creditors	-
Deferred income	5,649
	<u>5,649</u>

**15 Movement in funds**

	<b>At 1 September 2024</b>	<b>Incoming resources (including other gains/losses)</b>	<b>Resources expended</b>
		<b>£</b>	<b>£</b>
<b>Restricted funds:</b>			
<b>Restricted income funds:</b>			
FF2 Payments	-	5,545	(5,545)
EYPP Payments	-	326	(326)
Expansion Grant	-	658	-
Teacher funding	-	959	-
<i>Total</i>	<u>-</u>	<u>7,488</u>	<u>(5,871)</u>
<b>Unrestricted funds:</b>			
<b>General funds</b>	108,407	109,509	(109,553)
<b>Total funds</b>	<u>108,407</u>	<u>116,997</u>	<u>(115,424)</u>

Purposes and restrictions in relation to the funds:

Restricted funds:

FF2 Payments

EYPP Payments

Expansion Grant

Teacher funding

**16 Analysis of net assets between funds**

	<b>Unrestricted funds</b>
	<b>£</b>
Fixed assets	718
Net current assets	109,262
	<u>109,980</u>

**Chiddingstone Nursery School CIO**

**Notes to the Accounts**

**17 Reconciliation of net debt**

	<b>At 1</b>	
	<b>September</b>	<b>Cash flows</b>
	<b>2024</b>	<b>£</b>
	<b>£</b>	<b>£</b>
Cash and cash equivalents	114,813	(1,364)
	<u>114,813</u>	<u>(1,364)</u>
Net debt	<u>114,813</u>	<u>(1,364)</u>

**18 Commitments**

*Pension commitments*

	<b>2025</b>
	<b>£</b>
The pension cost charge to the company amounted to:	<u>2,401</u>

**19 Related party disclosures**

***Controlling party***

The company is limited by guarantee and has no share capital; thus no single party controls the company.

Chiddingstone Nursery School CIO

Detailed Statement of Financial Activities

for the year ended 31 August 2025

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Income and endowments from:				
Donations and legacies				
Donations	8	-	8	2,550
	<u>8</u>	<u>-</u>	<u>8</u>	<u>2,550</u>
Charitable activities				
Fee Income	55,100	959	56,059	70,291
KCC Funded Places	49,869	658	50,527	55,159
Admin Fee/Deposit	1,108	-	1,108	1,065
Other	2,363	-	2,363	976
	<u>108,440</u>	<u>1,617</u>	<u>110,057</u>	<u>127,491</u>
Other trading activities				
FF2 Payments	-	5,545	5,545	294
SENIFF Payments	-	-	-	200
EYPP Payments	-	326	326	865
	<u>-</u>	<u>5,871</u>	<u>5,871</u>	<u>1,359</u>
Other				
Interest Received	1,061	-	1,061	1,223
	<u>1,061</u>	<u>-</u>	<u>1,061</u>	<u>1,223</u>
Total income and endowments	109,509	7,488	116,997	132,623
Expenditure on:				
Charitable activities				
Fee Income	807	-	807	800
KCC Funded Places	1,461	-	1,461	4,476
Admin Fee/Deposit	126	-	126	145
	<u>2,394</u>	<u>-</u>	<u>2,394</u>	<u>5,421</u>
Total of expenditure on charitable activities	2,394	-	2,394	5,421
Employee costs				
Salaries/wages	80,119	5,871	85,990	84,401
Pension costs	2,401	-	2,401	2,707
Staff training	971	-	971	1,379
	<u>83,491</u>	<u>5,871</u>	<u>89,362</u>	<u>88,487</u>
Premises costs				
Rent	9,048	-	9,048	9,000
Premises cleaning	3,135	-	3,135	3,632
Premises repairs and maintenance	-	-	-	1,726
	<u>12,183</u>	<u>-</u>	<u>12,183</u>	<u>14,358</u>

## Chiddingstone Nursery School CIO

## Detailed Statement of Financial Activities

General administrative costs, including depreciation and amortisation				
Depreciation of Computer Equipment	253	-	253	42
Equipment expensed	-	-	-	456
General insurances	1,295	-	1,295	1,563
Information and publications	595	-	595	499
Software, IT support and related costs	219	-	219	219
Stationery and printing	27	-	27	1,768
Sundry expenses	3,173	-	3,173	1,409
Telephone, fax and broadband	1,735	-	1,735	1,037
	<u>7,297</u>	<u>-</u>	<u>7,297</u>	<u>6,993</u>
Legal and professional costs				
Accountancy and bookkeeping	2,477	-	2,477	1,538
Other legal and professional costs	1,711	-	1,711	2,553
	<u>4,188</u>	<u>-</u>	<u>4,188</u>	<u>4,091</u>
Total of expenditure of other costs	<u>107,159</u>	<u>5,871</u>	<u>113,030</u>	<u>113,929</u>
Total expenditure	109,553	5,871	115,424	119,350
Net gains on investments	-	-	-	-
Net income	(44)	1,617	1,573	13,273
Net income before other gains/(losses)	(44)	1,617	1,573	13,273
Other Gains	-	-	-	-
Net movement in funds	(44)	1,617	1,573	13,273
Reconciliation of funds:				
Total funds brought forward	108,407	-	108,407	95,134
Total funds carried forward	<u>108,363</u>	<u>1,617</u>	<u>109,980</u>	<u>108,407</u>

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# Accounts

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**Chiddingstone Nursery School CIO**

**Chiddingstone Nursery School CIO**

**Charity No. 1184378**

**Company No. CE018174**

**Trustees' Report and Unaudited Accounts**

**31 August 2024**

## Chiddingstone Nursery School CIO

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Summary Income and Expenditure Account	11
Balance Sheet	12
Statement of Cash flows	13
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Detailed Statement of Financial Activities	21 to 22

## Chiddingstone Nursery School CIO

### Trustees Annual Report

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the unaudited financial statements of the charity for the year ended 31 August 2024.

#### REFERENCE AND ADMINISTRATIVE DETAILS

<b>Registered charity name</b>	Chiddingstone Nursery School CIO
<b>Company registration number</b>	CE018174
<b>Charity registration number</b>	1184378
Registered Office	Chiddingstone Castle Hill Hoath Road Chiddingstone Edenbridge TN8 7AD
Directors and Trustees	S. Butcher G. Cohen M. Downing S. Fitzgerald O'Connor S. Forsythe Irwin B. Kostadinov (resigned 15 May 2024) T. Planterose L. Sundt F. Watson S. Woodward
<b>Independent examiner</b>	Solutions Accountancy & Bookkeeping Ltd 1 The Mews Little Brunswick Street Huddersfield HD1 5JL

#### OBJECTIVES AND ACTIVITIES

The charity works for the public benefit having as its objects the development and education of children and young people.

- (1) promoting their care and safety;
- (2) promoting their education and promoting parental involvement;
- (3) promoting their health and wellbeing;
- (4) providing services to support them and their families and carers;
- (5) providing services to individuals holding membership of the CIO; and
- (6) furthering the aims of the Pre-school Learning Alliance.

## **Chiddingstone Nursery School CIO**

### **Trustees Annual Report**

The trustees of Chiddingstone Nursery CIO are aware of the guidance on public benefit. We have taken it into account when making a decision to which the guidance is relevant.

#### **Main Achievements:**

- Embedding new leadership – the new management team and trustees have successfully settled into their new roles despite the challenges of the Nursery Leader having a period of sick leave for a broken ankle. It was testament to the staff team’s dedication that they managed so well in her absence, stepping up into new roles, filling in extra hours and generally keeping everything going for the children’s benefit.
- Managing sick leave – during the Nursery Leader’s period of working from home as part of her recovery we got ahead on updating policies, refreshing the curriculum and setting out training plans.
- Renovations – Thanks to a workplace grant from a parent the PTA were able to renovate the front garden in Spring 2024.
- Fundraising - We continued to benefit from fantastic engagement with parents via the PTA and their fundraising efforts, running a very successful colour run event in May 2024 raising £1,320.
- Financial Prudence - We continued to focus on financial prudence and sourced a new budget template tool from the Early Years Alliance and a breakeven analysis from The Education People to better forecast and manage our costs and overall budget.
- Safeguarding – we continued to monitor and adhere to the strictest safeguarding practices. In addition we strengthened our staff code of conduct re communication between staff and parents and implemented a new centralised email system to allow management to access staff emails if and when necessary.
- Funding - The nursery continues to offer funded places through Kent County Council, thus making it accessible to all families. We started to offer new funding for 2 year olds as part of the Working Parent entitlement.

### **ACHIEVEMENTS AND PERFORMANCE**

The trustees’ objectives were met as follows:

#### **Staff:**

- All appraisals completed with Nursery Leader.
- Pay was increased for all staff in April 2024 in line with living wage increase.
- The committee recognised the need to support staff in sickness and introduced 5 days’ paid sick leave.
- We were delighted to welcome Mrs Still to the practitioner team and help fund her Level 3 training with us
- Staff survey had very positive results:
  - “Staff feel more included in the running of the nursery. Our ideas and opinions are valued and issues are listened to and acted upon”
  - “positive and supportive place to work”
  - “Current leadership seems to be working very well”

## Chiddingstone Nursery School CIO

### Trustees Annual Report

#### Committee:

- Committee remains strong with new members elected at AGM.
- Continuous drive to get more parents onto the committee to ensure a pipeline of support for trustee roles.
- We completed Successful Charity training with The Education People and continued to update our welcome pack and handover file.

#### Safeguarding:

- All new guidelines adhered to. The process for reporting concerns is presented at every committee meeting.
- All policies up to date.
- Relevant training completed and monitored via the Committee Central Record.

#### Parent involvement:

- As part of the AGM parents were sent the Annual Accounts and the Trustees' annual plan.
- A parent questionnaire was created and issued. The feedback was overwhelmingly positive: 100% saying their child was very happy or happy and 100% rating care as good or outstanding. Constructive feedback was listened to and implemented where possible.
- Fees were increased in January 2024 by 10% following a freeze last year. Ts and Cs updated to reflect our right to put fees up every year.
- The number of totally free spaces for over 3-year-olds was reviewed in line with financial projections for 2023 to ensure we were meeting the provider agreement, and to ensure the nursery is accessible to all.
- Parent survey:
  - "Outstanding staff, home away from home."
  - "I am pleased with ALL aspects of the nursery. The staff, the facilities, the environment, the grounds & opportunities. The care and love from staff."
  - "The beautiful new interior makes such a difference to the nursery space."
  - "The staff are always happy to help, answer queries, they are super friendly and approachable. They do a great job with the children"

## FINANCIAL REVIEW

For the year ended 31/08/2024 the charity had an income over expenditure surplus of £13,273 (2024) compared to £13,369 (2023), the surplus is carried forward to next year to further fund the charities objectives.

The Charity's reserve policy is to meet redundancy liabilities equal to statutory redundancy pay; provide general contingency reserves equal to a minimum of three months of average total expenditure of the last two years, excluding any rental and exceptional expenditure; and provide rental contingency reserves equal to one year of total expenditure as per the current lease agreement. As at 31/08/2024 the reserve held was £108,407.

The following are the principal risks facing the charity:

- Competition from local nurseries offering longer hours or more funding (e.g. 30 hours or from 9 months for working parents) or Forest School

## **Chiddingstone Nursery School CIO**

### **Trustees Annual Report**

- Underfunding from central government. The funding we receive barely covers the running costs of providing the contracted hours of education.
- The potential for rent and utilities to increase costs if the landlord renegotiates the lease
- Staff succession planning bearing in mind the length of tenure of a lot of our staff.
- The principal source of funds comes from fees and this was 53% of annual income in the period ended 31/08/2024.

### **PLANS FOR FUTURE PERIODS**

Our main concern for the near future is the rising cost of living for parents and staff alike. Kent County Council barely matches the cost of operation and it is unlikely to increase sufficiently. We are a charity committed to providing outstanding childcare to the local community, irrespective of their financial situation. This means we need to rely on our prudent financial planning to avoid passing rising costs on to parents where possible, whilst ensuring staff pay increases in line with the Living Wage, their training, skills and loyalty.

Our rent has remained static for a number of years now, and any change in this in future will affect our ability to keep childcare costs as low as possible for parents.

We will be looking at feasibility of opening earlier and testing a summer holiday club in an effort to boost income.

We do not see any other major financial issues on the horizon.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The charity is a CIO, registered with the Charity Commission, with a board of trustees with a wide variety of experience. The Charity adopted and follows the Model CIO Constitution for Childcare Providers 2013.

The Charity upholds the following trustee selection method and policies:

(1) There must be at least three charity trustees. If the number falls below this minimum, the remaining trustee or trustees may act only to call a meeting of the charity trustees, or to appoint a new charity trustee.

(2) The maximum number of charity trustees is 12. The charity trustees may not appoint any charity trustee if, as a result, the number of charity trustees would exceed the maximum.

The charity trustees are appointed at the AGM of the charity to serve for two successive years and shall retire from office with effect from the conclusion of the second AGM following their appointment.

(3) At every AGM of the members of the CIO, one third (or the number nearest to one third) of the elected charity trustees shall retire from office.

(4) The charity trustees to retire by rotation shall be those who have been longest in office since their last appointment or reappointment. If any charity trustees were last appointed or reappointed

## **Chiddingstone Nursery School CIO**

### **Trustees Annual Report**

on the same day, those to retire shall (unless otherwise agreed amongst themselves) be determined by lot.

(5) The vacancies so arising may be filled by the decision of the members at the AGM; any vacancies not filled at the AGM may be filled as provided in sub-clause (5) of this clause.

(6) The members or the charity trustees may at any time decide to appoint a new charity trustee, whether in place of a charity trustee who has retired or been removed in accordance with clause 15 (Retirement and removal of charity trustees), or as an additional charity trustee, provided that the limit specified in sub-clause 12(3) (Number of charity trustees) would not as a result be exceeded. A person so appointed, shall serve for two successive years and shall retire in accordance with sub-clauses (2) and (3) of this clause.

(7) Where an individual is appointed as a charity trustee, it is that individual who is the charity trustee. No other individual with whom they share membership shall be entitled to stand in their place at meetings of the charity trustees or have any other rights as a charity trustee.

(8) To encourage parental involvement, at least two thirds of the charity trustees shall normally at the time of election be family members. In the event that this figure cannot be achieved however, the CIO may elect affiliate members to make up the balance of the charity trustees.

The charity trustees will make available to each new charity trustee, on or before his or her first appointment:

- (1) a copy of this constitution and any amendments made to it;
- (2) a copy of the CIO's latest trustees' annual report and statement of accounts; and
- (3) a copy of the roles and responsibilities of trustees as produced by the Charity Commission.

Trustees are also encouraged to attend training provided by The Education People.

The charity is run by Trustees and a wider committee that represent the parents involved in the nursery.

The day-to-day management of the nursery is carried out by the Nursery Leader and qualified nursery staff.

Chiddingstone Nursery PTA carries out fundraising for equipment and resources.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The above report has been prepared in accordance with the provisions applicable to companies subject to the small companies regime as set out in Part 15 of the Companies Act 2006 and in accordance with the Charities SORP (FRS102).

**Chiddingstone Nursery School CIO**

**Trustees Annual Report**

Signed on behalf of the board

S. Fitzgerald O'Connor

Signed by:  
*Sarah Fitzgerald O'Connor*  
28AA1A5C10484CE...

L. Sundt

Signed by:  
*Letty Sundt*  
B53A30F168ED451...

Co-chairs of the Management Committee

25/04/2025

## **Chiddingstone Nursery School CIO**

### **Independent Examiners Report**

#### **Independent Examiner's Report to the trustees of Chiddingstone Nursery School CIO**

I report to the charity trustees on my examination of the financial statements of Chiddingstone Nursery School CIO for the year ended 31 August 2024 which comprise the Statement of Financial Activities, the Summary Income and Expenditure Account, the Balance Sheet and the related notes.

#### **Responsibilities and basis of report**

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's financial statements as carried out under section 145 of the Charities Act 2011 ('the 2011 Act').

In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent examiner's statement**

I have completed my examination. I can confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that:

- accounting records were not kept in accordance with section 386 of the 2006 Act ; or
- the financial statements do not accord with those records; or
- the financial statements do not comply with the accounting requirements under section 396 of the 2006 Act other than any requirement that the financial statements give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the financial statements have not been prepared in accordance with the Charities SORP (FRS102).

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 financial statements to be reached.



CPAA  
Solutions Accountancy & Bookkeeping Ltd  
1 The Mews  
Little Brunswick Street  
Huddersfield  
HD1 5JL  
25/04/2025

## Chiddingstone Nursery School CIO

## Statement of Financial Activities

for the year ended 31 August 2024

		Unrestricted funds	Restricted funds	Total funds	Total funds
		2024	2024	2024	2023
	Notes	£	£	£	£
<b>Income and endowments from:</b>					
Donations and legacies	3	50	2,500	2,550	1,563
Charitable activities	4	127,491	-	127,491	107,939
Other trading activities	5	-	1,359	1,359	14,013
Other	6	1,223	-	1,223	750
<b>Total</b>		<u>128,764</u>	<u>3,859</u>	<u>132,623</u>	<u>124,265</u>
<b>Expenditure on:</b>					
Charitable activities	7	5,421	-	5,421	4,256
Other	8	110,024	3,905	113,929	106,640
<b>Total</b>		<u>115,445</u>	<u>3,905</u>	<u>119,350</u>	<u>110,896</u>
Net gains on investments		-	-	-	-
<b>Net income</b>					<u>13,369</u>
Transfers between funds		-	-	-	-
<b>Net income before other gains/ (losses)</b>		<u>13,319</u>	<u>(46)</u>	<u>13,273</u>	<u>13,369</u>
<b>Other gains and losses</b>					
<b>Net movement in funds</b>		<u>13,319</u>	<u>(46)</u>	<u>13,273</u>	<u>13,369</u>
<b>Reconciliation of funds:</b>					
Total funds brought forward		95,088	46	95,134	81,765
<b>Total funds carried forward</b>		<u>108,407</u>	<u>-</u>	<u>108,407</u>	<u>95,134</u>

**Chiddingstone Nursery School CIO**  
**Summary Income and Expenditure Account**

**for the year ended 31 August 2024**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Income	132,623	124,265
<b>Gross income for the year</b>	<u>132,623</u>	<u>124,265</u>
Expenditure	119,350	110,896
<b>Total expenditure for the year</b>	<u>119,350</u>	<u>110,896</u>
Net income before tax for the year	13,273	13,369
<b>Net income for the year</b>	<u><u>13,273</u></u>	<u><u>13,369</u></u>

**Chiddingstone Nursery School CIO**

**Balance Sheet**

**at 31 August 2024**

<b>Company No. CE018174</b>	<b>Notes</b>	<b>2024</b>	<b>2023</b>
		<b>£</b>	<b>£</b>
<b>Fixed assets</b>			
Property, plant and equipment	10	971	-
<b>Current assets</b>			
Cash at bank and in hand		114,813	106,842
		<u>115,784</u>	<u>106,842</u>
<b>Creditors:</b> Amount falling due within one year	11	(7,376)	(11,708)
		<u>108,407</u>	<u>95,134</u>
<b>Net current assets</b>		108,407	95,134
<b>Total assets less current liabilities</b>		<u>108,407</u>	<u>95,134</u>
<b>Net assets excluding pension asset or liability</b>		<u>108,407</u>	<u>95,134</u>
<b>Total net assets</b>		<u><u>108,407</u></u>	<u><u>95,134</u></u>

**The funds of the charity**

<b>Restricted funds</b>			
Restricted income funds	12	-	46
		<u>-</u>	<u>46</u>
<b>Unrestricted funds</b>			
General funds	13	108,407	95,088
		<u>108,407</u>	<u>95,088</u>
<b>Reserves</b>			
	14		
<b>Total funds</b>		<u><u>108,407</u></u>	<u><u>95,134</u></u>

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

For the year ended 31 August 2024 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.


The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

Approved by the board on **25/04/2025**

And signed on its behalf by:

S. Fitzgerald O'Connor

Signed by:  
  
 Sarah Fitzgerald O'Connor Sundt

Signed by:  
  
 Letty Sundt

**Co-chairs of the Management Committee**

**Chiddingstone Nursery School CIO****Statement of Cashflows**

for the year ended 31 August 2024

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
<b>Cash flows from operating activities</b>		
<b>Net income per Statement of Financial Activities</b>	13,273	13,369
<b>Adjustments for:</b>		
Dividends, interest and rents from investments	(1,223)	(750)
(Decrease)/Increase in trade and other payables	(4,331)	1,245
Depreciation	42	
<b>Net cash provided by operating activities</b>	<u>7,761</u>	<u>13,864</u>
<b>Cash flows from investing activities</b>		
Dividends, interest and rents from investments	1,223	750
Purchase of property, plant & equipment	(1,013)	-
<b>Net cash from investing activities</b>	<u>210</u>	<u>750</u>
<b>Net cash from financing activities</b>	<u>-</u>	<u>-</u>
<b>Net increase in cash and cash equivalents</b>	7,971	14,614
<b>Cash and cash equivalents at the beginning of the year</b>	106,842	92,228
<b>Cash and cash equivalents at the end of the year</b>	<u>114,813</u>	<u>106,842</u>
<b>Components of cash and cash equivalents</b>		
Cash and bank balances	114,813	106,842
	<u>114,813</u>	<u>106,842</u>

**Chiddingstone Nursery School CIO**

**Notes to the Accounts**

**for the year ended 31 August 2024**

**1. Accounting policies**

**Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities:

Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) - (Charities SORP(FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

**Change in basis of accounting or to previous accounts**

There has been no change to the accounting policies (valuation rules and method of accounting) since last year and no changes have been made to accounts for previous years.

**Fund accounting**

Unrestricted funds	These are available for use at the discretion of the trustees in furtherance of the general objects of the charity.
Designated funds	These are unrestricted funds earmarked by the trustees for particular purposes.
Revaluation funds	These are unrestricted funds which include a revaluation reserve representing the restatement of investment assets at their market values.
Restricted funds	These are available for use subject to restrictions imposed by the donor or through terms of an appeal.

**Income**

Recognition of income	Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to, and virtually certain to receive, the income and the amount of the income can be measured with sufficient reliability.
Income with related expenditure	Where income has related expenditure the income and related expenditure is reported gross in the SoFA.
Donations and legacies	Voluntary income received by way of grants, donations and gifts is included in the the SoFA when receivable and only when the Charity has unconditional entitlement to the income.
Tax reclaims on donations and gifts	Income from tax reclaims is included in the SoFA at the same time as the gift/donation to which it relates.
Donated services and facilities	These are only included in income (with an equivalent amount in expenditure) where the benefit to the Charity is reasonably quantifiable, measurable and material.

## **Chiddingstone Nursery School CIO**

### **Notes to the Accounts**

Volunteer help	The value of any volunteer help received is not included in the accounts.
Investment income	This is included in the accounts when receivable.
Gains/ (losses) on revaluation of fixed assets	This includes any gain or loss resulting from revaluing investments to market value at the end of the year.
Gains/ (losses) on investment assets	This includes any gain or loss on the sale of investments.

### **Expenditure**

Recognition of expenditure	Expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.
Expenditure on raising funds	These comprise the costs associated with attracting voluntary income, fundraising trading costs and investment management costs.
Expenditure on charitable activities	These comprise the costs incurred by the Charity in the delivery of its activities and services in the furtherance of its objects, including the making of grants and governance costs.
Grants payable	All grant expenditure is accounted for on an actual paid basis plus an accrual for grants that have been approved by the trustees at the end of the year but not yet paid.
Governance costs	These include those costs associated with meeting the constitutional and statutory requirements of the Charity, including any audit/ independent examination fees, costs linked to the strategic management of the Charity, together with a share of other administration costs.
Other expenditure	These are support costs not allocated to a particular activity.

### **Taxation**

The charity is exempt from corporation tax on its charitable activities.

### **Property, plant and equipment**

Tangible fixed assets are stated at cost less accumulated depreciation and accumulated impairment losses.

### **Depreciation**

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Plant & machinery      25% straight line

The carrying values of tangible fixed assets are reviewed for impairment in periods if events or changes in circumstances indicate the carrying value may not be recoverable.

## Chiddingstone Nursery School CIO

### Notes to the Accounts

#### Trade and other debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered.

Prepayments are valued at the amount prepaid net of any trade discounts due.

#### Cash and cash equivalents

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other short-term highly liquid investments with original maturities of three months or less and bank overdrafts.

In the statement of financial position, bank overdrafts are shown within borrowings or current liabilities.

In the Statement of Cash Flows, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the company's cash management.

#### Trade and other creditors

Short term creditors are measured at the transaction price. Other creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

#### Pension costs

The charity operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the company pays fixed contributions into a separate entity. Once the contributions have been paid the company has no further payments obligations. The contributions are recognised as expenses when they fall due. Amounts not paid are shown in accruals in the balance sheet.

The assets of the plan are held separately from the company in independently administered funds.

## 2. Company status

The company is a private company limited by guarantee and consequently does not have share capital.

## 3. Income from donations and legacies

	Unrestricted	Restricted	Total 2024	Total 2023
	£	£	£	£
Donations	50	2,500	2,550	626
Grants	-	-	-	937
	<u>50</u>	<u>2,500</u>	<u>2,550</u>	<u>1,563</u>

## Chiddingstone Nursery School CIO

### Notes to the Accounts

#### 4. Income from charitable activities

	Unrestricted £	Total 2024 £	Total 2023 £
Fee Income	70,291	70,291	65,077
KCC Funded Places	55,159	55,159	41,582
Admin Fee/Deposit	1,065	1,065	720
Other	976	976	560
	<u>127,491</u>	<u>127,491</u>	<u>107,939</u>

#### 5. Income from other trading activities

	Restricted £	Total 2024 £	Total 2023 £
FF2 Payments	294	294	-
SENIFF Payments	200	200	5,830
EYPP Payments	865	865	8,183
	<u>1,359</u>	<u>1,359</u>	<u>14,013</u>

#### 6. Other income

	Unrestricted £	Total 2024 £	Total 2023 £
Interest Received	1,223	1,223	750
	<u>1,223</u>	<u>1,223</u>	<u>750</u>

#### 7. Expenditure on charitable activities

	Unrestricted £	Total 2024 £	Total 2023 £
<i>Expenditure on charitable activities</i>			
Fee Income	800	800	2,319
KCC Funded Places	4,476	4,476	1,257
Admin Fee/Deposit	145	145	680
	<u>5,421</u>	<u>5,421</u>	<u>4,256</u>

**Chiddingstone Nursery School CIO****Notes to the Accounts****8. Other expenditure**

	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total 2024</b>	<b>Total 2023</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Employee costs	84,582	3,905	88,487	84,110
Premises costs	14,358	-	14,358	11,622
General administrative costs	6,993	-	7,965	9,074
Legal and professional costs	4,091	-	4,091	1,834
	<u>110,024</u>	<u>3,905</u>	<u>113,929</u>	<u>106,640</u>

**9. Staff costs**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Salaries and wages	84,401	81,649
Social security costs	-	-
Pension costs	2,707	935
	<u>87,108</u>	<u>82,584</u>

No employee received emoluments in excess of £60,000.

**10. Property, plant & equipment**

	<b>Computer Equipment</b>	<b>Total</b>
	<b>£</b>	<b>£</b>
<b>Cost</b>		
At 1 September 2023	-	-
Additions	1,013	1,013
At 31 August 2024	<u>1,013</u>	<u>1,013</u>
<b>Depreciation</b>		
At 1 September 2023	-	-
Charge for the year	42	42
At 31 August 2024	<u>42</u>	<u>42</u>
<b>Net book value</b>		
<b>At 31 August 2024</b>	<u>971</u>	<u>971</u>
At 31 August 2023	<u>-</u>	<u>-</u>

## Chiddingstone Nursery School CIO

### Notes to the Accounts

#### 11. Creditors:

amounts falling due within one year

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Deferred income	7,102	10,635
Pension payable	274	253
PAYE payable	-	820
	<u>7,376</u>	<u>11,708</u>

#### 12. Movement in funds

	<b>At 1 September 2023</b>	<b>Incoming resources (including other gains/ losses)</b>	<b>Resources expended</b>	<b>At 31 August 2024</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Restricted funds:</b>				
<b>Restricted income funds:</b>				
FF2 Payments	-	294	(294)	-
SENI Payments	-	200	(200)	-
EYPP Payments	-	865	(865)	-
Donations	46	2,500	(2,546)	-
<i>Total</i>	<u>46</u>	<u>3,859</u>	<u>(3,905)</u>	<u>-</u>
<b>Unrestricted funds:</b>				
<b>General funds</b>	<u>95,088</u>	<u>128,764</u>	<u>(115,445)</u>	<u>108,407</u>
<b>Total funds</b>	<u>95,134</u>	<u>132,623</u>	<u>(119,350)</u>	<u>108,407</u>

Purposes and restrictions in relation to the funds:

Restricted funds:

FF2 Payments

Donations

#### 13. Analysis of net assets between funds

	<b>Unrestricted funds</b>	<b>Total</b>
	<b>£</b>	<b>£</b>
	108,407	95,134
Net current assets	<u>108,407</u>	<u>95,134</u>

**Chiddingstone Nursery School CIO**

**Notes to the Accounts**

**14. Reconciliation of net debt**

	<b>At 1 September 2023</b>	<b>Cash flows</b>	<b>At 31 August 2024</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Cash and cash equivalents	106,842	7,971	114,813
	<hr/> 106,842	<hr/> 7,971	<hr/> 114,813
Net debt	<hr/> 106,842	<hr/> 7,971	<hr/> 114,813

**15. Commitments**

***Pension commitments***

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
The pension cost charge to the company amounted to:	2,707	935
	<hr/> <hr/>	<hr/> <hr/>

**16. Related party disclosures**

***Controlling party***

The company is limited by guarantee and has no share capital; thus no single party controls the company.

## Chiddingstone Nursery School CIO

### Detailed Statement of Financial Activities

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
<b>Income and endowments from:</b>				
Donations and legacies				
Donations	50	2,500	2,550	626
Grants	-	-	-	937
	50	2,500	2,550	1,563
 Charitable activities				
Fee Income	70,291	-	70,291	65,077
KCC Funded Places	55,159	-	55,159	41,582
Admin Fee/Deposit	1,065	-	1,065	720
Other	976	-	976	569
	127,491	-	127,491	107,939
 Other trading activities				
FF2 Payments	-	294	294	-
SENIF Payments	-	200	200	5,830
EYPP Payments	-	865	865	8,183
	-	1,359	1,359	14,013
 Other				
Interest Received	1,223	-	1,223	750
	1,223	-	1,223	750
<b>Total income and endowments</b>	<b>128,764</b>	<b>3,859</b>	<b>132,623</b>	<b>124,265</b>
 <b>Expenditure on:</b>				
Charitable activities				
Fee Income	800	-	800	2,319
KCC Funded Places	4,476	-	4,476	1,257
Admin Fee/Deposit	145	-	145	680
	5,421	-	5,421	4,256
<b>Total of expenditure on charitable activities</b>	<b>5,421</b>	<b>-</b>	<b>5,421</b>	<b>4,256</b>
 Employee costs				
Salaries/wages	80,496	3,905	84,401	81,649
Employer's NIC	-	-	-	-
Pension costs	2,707	-	2,707	935
Staff training	1,379	-	1,379	1,526
	84,582	3,905	88,487	84,110

**Chiddingstone Nursery School CIO****Detailed Statement of Financial Activities**

Premises costs				
Rent	9,000	-	9,000	9,000
Utilities	3,632	-	3,632	704
Premises repairs and maintenance	1,726	-	1,726	1,682
	<u>14,358</u>	<u>-</u>	<u>14,358</u>	<u>11,622</u>
General administrative costs, including depreciation and amortisation				
Equipment expensed	456	-	456	228
Depreciation	42	-	42	-
General insurances	1,563	-	1,563	569
Information and publications	499	-	499	1,163
Software, IT support and related costs	219	-	219	558
Stationery and printing	1,768	-	1,768	3,348
Sundry expenses	1,409	-	1,409	1,359
Telephone, fax and broadband	1,037	-	1,037	1,848
	<u>6,993</u>	<u>-</u>	<u>6,993</u>	<u>9,074</u>
Legal and professional costs				
Accountancy and bookkeeping	1,538	-	1,538	1,309
Other legal and professional costs	2,553	-	2,553	525
	<u>4,091</u>	<u>-</u>	<u>4,091</u>	<u>1,834</u>
<b>Total of expenditure of other costs</b>	<b>110,024</b>	<b>3,905</b>	<b>113,929</b>	<b>106,640</b>
<b>Total expenditure</b>	<b>115,445</b>	<b>3,905</b>	<b>119,350</b>	<b>110,896</b>
Net gains on investments	-	-	-	-
	<u>13,319</u>	<u>(46)</u>	<u>13,273</u>	<u>13,369</u>
<b>Net income</b>				
Transfers between funds	-	-	-	-
<b>Net income before other gains/ (losses)</b>	<b>13,319</b>	<b>(46)</b>	<b>13,273</b>	<b>13,369</b>
Other Gains	-	-	-	-
<b>Net movement in funds</b>	<b>13,319</b>	<b>(46)</b>	<b>13,273</b>	<b>13,369</b>
<b>Reconciliation of funds:</b>				
Total funds brought forward	95,088	46	95,134	81,765
<b>Total funds carried forward</b>	<b>108,407</b>	<b>-</b>	<b>108,407</b>	<b>95,134</b>

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# Accounts

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**Chiddingstone Nursery School CIO**

**Chiddingstone Nursery School CIO**

**Charity No. 1184378**

**Company No. CE018174**

**Trustees' Report and Unaudited Accounts**

**31 August 2023**

## Chiddingstone Nursery School CIO

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Balance Sheet	11
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## Chiddingstone Nursery School CIO

### Trustees Annual Report

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the unaudited financial statements of the charity for the year ended 31 August 2023.

#### REFERENCE AND ADMINISTRATIVE DETAILS

<b>Registered charity name</b>	Chiddingstone Nursery School CIO
<b>Company registration number</b>	CE018174
<b>Charity registration number</b>	1184378
<b>Registered Office</b>	Chiddingstone Castle Hill Hoath Road Chiddingstone Edenbridge TN8 7AD
<b>Directors and Trustees</b>	S. Butcher (appointed 9 May 2023) G. Cohen (appointed 9 May 2023) M. Downing (appointed 10 July 2023) S. Fitzgerald O'Connor (appointed 9 May 2023) S. Forsythe Irwin (appointed 9 May 2023) B. Kostadinov T. Planterose (appointed 9 May 2023) L. Sundt (appointed 9 May 2023) F. Watson S. Woodward (appointed 9 May 2023)
<b>Independent examiner</b>	Solutions Accountancy & Bookkeeping Ltd 1 The Mews Little Brunswick Street Huddersfield HD1 5JL

#### OBJECTIVES AND ACTIVITIES

The charity works for the public benefit having as its objects the development and education of children and young people.

- (1) promoting their care and safety;
- (2) promoting their education and promoting parental involvement;
- (3) promoting their health and wellbeing;
- (4) providing services to support them and their families and carers;
- (5) providing services to individuals holding membership of the CIO; and
- (6) furthering the aims of the Pre-school Learning Alliance.

## **Chiddingstone Nursery School CIO**

### **Trustees Annual Report**

The trustees of Chiddingstone Nursery CIO are aware of the guidance on public benefit. We have taken it into account when making a decision to which the guidance is relevant.

#### **Main Achievements:**

- The appointment of a new nursery leader in July 2023 and succession planning for handover, following the resignation of Jill McCoy who had been in post for 17 years.
- The creation of a Business and Finance manager role to support the Nursery Leader and the Trustees even further and to allow practitioners to focus on supporting the children rather than on paperwork.
- Stunning renovation of premises driven by community fundraising and volunteer time from parents and staff.
- The appointment of two new co-chairs at the AGM in May 2023 to replace those standing down after 5 years.
- The appointment of a new Treasurer, new Secretary and additional committee members bringing total to a very healthy 12 reflecting strong community engagement.
- The nursery continues to offer funded places through Kent County Council, thus making it accessible to all families.

### **ACHIEVEMENTS AND PERFORMANCE**

The trustees' objectives were met as follows:

#### **Staff:**

- Staff pay changed from fixed hours contract to annual salary.
- The staff team started to implement the new Early Years Foundation Syllabus, reducing the amount of reporting and increasing the focus on children's play with more 'Planning in the Moment'.
- All appraisals completed with nursery manager.
- Pay was increased for all staff in response to the 'cost of living crisis' and in line with living wage increase.

#### **Committee:**

- Committee remains strong with new members elected at AGM.

#### **Safeguarding:**

- All new guidelines adhered to.
- All policies up to date.
- Relevant training completed.

#### **Parent involvement:**

- Building back a sense of community with successful fundraising and renovation of premises at the end of the financial year in August driven by parents and staff
- Clear updates were given to all parents.
- Parents participated in the AGM and were sent the Trustees' annual plan.
- A parent questionnaire was created and issued. The feedback was overwhelmingly positive. Constructive feedback was listened to and implemented where possible.

## **Chiddingstone Nursery School CIO**

### **Trustees Annual Report**

- Fees were held following increase in 2021-2022 and as we aim to keep early years education as accessible as possible for those in the local community.
- The number of totally free spaces for over 3-year-olds was reviewed in line with financial projections for 2023 to ensure we were meeting the provider agreement, and to ensure the nursery is accessible to all.

### **FINANCIAL REVIEW**

For the year ended 31/08/2023 the charity had an income over expenditure surplus of £13,369 (2023) compared to £15,373(2022). The surplus is carried forward to next year to further fund the charity's objectives.

The Charity's reserve policy is to hold 12 months' worth of operating costs as reserve, as at 31/08/2023 the reserve held was £95,134

The following are the principal risks facing the charity:

- Competition from local nurseries offering longer hours or more funding (e.g. 30 hours)
- Underfunding from central government. The funding we receive does not cover the running costs of providing the contracted hours of education
- The rent of the premises is due to rise after a long period remaining flat
- Staff retention bearing in mind the cost of living and period of change with new management team in place
- The principal source of funds comes from Kent County Council and this was 50% of annual income in the period ended 31/08/2023.

### **PLANS FOR FUTURE PERIODS**

Our main concern for the near future is the rising cost of living for parents and staff alike. Kent County Council funding does not currently match the cost of staffing and it is unlikely to increase sufficiently. We are a charity committed to providing outstanding childcare to all, irrespective of their financial situation. This means we need to rely on our prudent financial planning to avoid passing rising costs on to parents where possible, whilst ensuring staff pay increases to support them during the cost of living crisis.

Our rent has remained static for many years now, and any change in this over the coming year will affect our ability to keep childcare costs as low as possible for parents.

We will be looking at feasibility of staying open Friday afternoons to increase income and boost numbers coming on Friday mornings.

We do not see any other major financial issues on the horizon.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

The charity is a CIO, registered with the Charity Commission, with a board of trustees with a wide variety of experience. The Charity adopted and follows the Model CIO Constitution for Childcare Providers 2013.

The Charity upholds the following trustee selection method and policies:

(1) There must be at least three charity trustees. If the number falls below this minimum, the remaining trustee or trustees may act only to call a meeting of the charity trustees, or to appoint a new charity trustee.

(2) The maximum number of charity trustees is 12. The charity trustees may not appoint any charity trustee if, as a result, the number of charity trustees would exceed the maximum.

The charity trustees are appointed at the AGM of the charity to serve for two successive years and shall retire from office with effect from the conclusion of the second AGM following their appointment.

(3) At every AGM of the members of the CIO, one third (or the number nearest to one third) of the elected charity trustees shall retire from office.

(4) The charity trustees to retire by rotation shall be those who have been longest in office since their last appointment or reappointment. If any charity trustees were last appointed or reappointed on the same day, those to retire shall (unless otherwise agreed amongst themselves) be determined by lot.

(5) The vacancies so arising may be filled by the decision of the members at the AGM; any vacancies not filled at the AGM may be filled as provided in sub-clause (5) of this clause.

(6) The members or the charity trustees may at any time decide to appoint a new charity trustee, whether in place of a charity trustee who has retired or been removed in accordance with clause 15 (Retirement and removal of charity trustees), or as an additional charity trustee, provided that the limit specified in sub-clause 12(3) (Number of charity trustees) would not as a result be exceeded. A person so appointed, shall serve for two successive years and shall retire in accordance with sub-clauses (2) and (3) of this clause.

(7) Where an individual is appointed as a charity trustee, it is that individual who is the charity trustee. No other individual with whom they share membership shall be entitled to stand in their place at meetings of the charity trustees or have any other rights as a charity trustee.

(8) To encourage parental involvement, at least two thirds of the charity trustees shall normally at the time of election be family members. In the event that this figure cannot be achieved however, the CIO may elect affiliate members to make up the balance of the charity trustees.

The charity trustees will make available to each new charity trustee, on or before his or her first appointment:

(1) a copy of this constitution and any amendments made to it;

(2) a copy of the CIO's latest trustees' annual report and statement of accounts; and

(3) a copy of the roles and responsibilities of trustees as produced by the Charity Commission.

## Chiddingstone Nursery School CIO

### Trustees Annual Report

Trustees are also encouraged to attend training provided by The Education People.

The charity is run by Trustees and a wider committee that represent the parents involved in the nursery.

The day-to-day management of the nursery is carried out by the Nursery Leader and qualified nursery staff.


Chiddingstone Nursery PTA carries out fundraising for equipment and resources.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.


The above report has been prepared in accordance with the provisions applicable to companies subject to the small companies regime as set out in Part 15 of the Companies Act 2006 and in accordance with the Charities SORP (FRS102).

Signed on behalf of the board

S. Fitzgerald O'Connor

  
Sarah Fitzgerald O'Connor (Jun 17, 2024 12:05 GMT+1)

L. Sundt

  
Laetitia Sundt (Jun 17, 2024 12:07 GMT+1)

Co-chairs of the Management Committee

12/06/2024

## **Chiddingstone Nursery School CIO**

### **Trustees Annual Report**

#### **Independent Examiner's Report to the trustees of Chiddingstone Nursery School CIO**

I report to the charity trustees on my examination of the financial statements of Chiddingstone Nursery School CIO for the year ended 31 August 2023 which comprise the Statement of Financial Activities, the Summary Income and Expenditure Account, the Balance Sheet and the related notes.

#### **Responsibilities and basis of report**

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's financial statements as carried out under section 145 of the Charities Act 2011 ('the 2011 Act').

In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent examiner's statement**

I have completed my examination. I can confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that:

- accounting records were not kept in accordance with section 386 of the 2006 Act ; or
- the financial statements do not accord with those records; or
- the financial statements do not comply with the accounting requirements under section 396 of the 2006 Act other than any requirement that the financial statements give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the financial statements have not been prepared in accordance with the Charities SORP (FRS102).

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 financial statements to be reached.

CPAA  
Solutions Accountancy & Bookkeeping Ltd  
1 The Mews  
Little Brunswick Street  
Huddersfield  
HD1 5JL  
12/06/2024

Chiddingstone Nursery School CIO

Statement of Financial Activities

for the year ended 31 August 2023

		Unrestricted funds	Restricted funds	Total funds	Total funds
	Notes	2023 £	2023 £	2023 £	2022 £
<b>Income and endowments from:</b>					
Donations and legacies	3	937	626	1,563	4,113
Charitable activities	4	107,939	-	107,939	104,175
Other trading activities	5	-	14,013	14,013	10,802
Other	6	750	-	750	32
<b>Total</b>		<b>109,626</b>	<b>14,639</b>	<b>124,265</b>	<b>119,122</b>
<b>Expenditure on:</b>					
Charitable activities	7	4,256	-	4,256	4,433
Other	8	91,751	14,889	106,640	99,316
<b>Total</b>		<b>96,007</b>	<b>14,889</b>	<b>110,896</b>	<b>103,749</b>
Net gains on investments		-	-	-	-
<b>Net income</b>		<b>13,619</b>	<b>-250</b>	<b>13,369</b>	<b>15,373</b>
Transfers between funds		-	-	-	-
<b>Net income before other gains/ (losses)</b>		<b>13,619</b>	<b>-250</b>	<b>13,369</b>	<b>15,373</b>
<b>Other gains and losses</b>					
<b>Net movement in funds</b>		<b>13,619</b>	<b>-250</b>	<b>13,369</b>	<b>15,373</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		81,469	296	81,765	66,392
<b>Total funds carried forward</b>		<b>95,088</b>	<b>46</b>	<b>95,134</b>	<b>81,765</b>

**Chiddingstone Nursery School CIO**  
**Summary Income and Expenditure Account**

**for the year ended 31 August 2023**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Income	124,265	119,122
<b>Gross income for the year</b>	<u>124,265</u>	<u>119,122</u>
Expenditure	110,896	103,749
<b>Total expenditure for the year</b>	<u>110,896</u>	<u>103,749</u>
Net income before tax for the year	13,369	15,373
<b>Net income for the year</b>	<u>13,369</u>	<u>15,373</u>

## Chiddingstone Nursery School CIO

### Balance Sheet

at 31 August 2023

Company No. CE018174	Notes	2023 £	2022 £
<b>Current assets</b>			
Cash at bank and in hand		106,842	92,228
		<u>106,842</u>	<u>92,228</u>
<b>Creditors:</b> Amount falling due within one year	10	(11,708)	(10,463)
		<u>95,134</u>	<u>81,765</u>
<b>Net current assets</b>		95,134	81,765
<b>Total assets less current liabilities</b>		<u>95,134</u>	<u>81,765</u>
<b>Net assets excluding pension asset or liability</b>		95,134	81,765
<b>Total net assets</b>		<u><u>95,134</u></u>	<u><u>81,765</u></u>
<b>The funds of the charity</b>			
<b>Restricted funds</b>			
Restricted income funds	11	46	296
		<u>46</u>	<u>296</u>
<b>Unrestricted funds</b>			
General funds	11	95,088	81,469
		<u>95,088</u>	<u>81,469</u>
<b>Reserves</b>			
	11		
<b>Total funds</b>		<u><u>95,134</u></u>	<u><u>81,765</u></u>

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

For the year ended 31 August 2023 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.


The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

Approved by the board on 11/06/2024

And signed on its behalf by:

S. Fitzgerald O'Connor

  
Sarah Fitzgerald O'Connor (Jun 17, 2024 12:05 GMT+1)

L. Sundt

  
Laetitia Sundt (Jun 17, 2024 12:07 GMT+1)

Co-chairs of the Management Committee

12/06/2024

**Chiddingstone Nursery School CIO**

**Statement of Cash flows**

**for the year ended 31 August 2023**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Cash flows from operating activities</b>		
<b>Net income per Statement of Financial Activities</b>	13,369	15,373
<b>Adjustments for:</b>		
Dividends, interest and rents from investments	(750)	(32)
(Decrease)/Increase in trade and other payables	1,245	(7,722)
<b>Net cash provided by operating activities</b>	<u>13,864</u>	<u>7,619</u>
<b>Cash flows from investing activities</b>		
Dividends, interest and rents from investments	750	32
<b>Net cash from investing activities</b>	<u>750</u>	<u>32</u>
<b>Net cash from financing activities</b>	<u>-</u>	<u>-</u>
<b>Net increase in cash and cash equivalents</b>	14,614	7,651
<b>Cash and cash equivalents at the beginning of the year</b>	92,228	84,577
<b>Cash and cash equivalents at the end of the year</b>	<u>106,842</u>	<u>92,228</u>
<b>Components of cash and cash equivalents</b>		
Cash and bank balances	106,842	92,228
	<u>106,842</u>	<u>92,228</u>

## Chiddingstone Nursery School CIO

### Notes to the Accounts

for the year ended 31 August 2023

#### 1. Accounting policies

##### Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities:

Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) - (Charities SORP(FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

##### Change in basis of accounting or to previous accounts

There has been no change to the accounting policies (valuation rules and method of accounting) since last year and no changes have been made to accounts for previous years.

##### Fund accounting

Unrestricted funds	These are available for use at the discretion of the trustees in furtherance of the general objects of the charity.
Designated funds	These are unrestricted funds earmarked by the trustees for particular purposes.
Revaluation funds	These are unrestricted funds which include a revaluation reserve representing the restatement of investment assets at their market values.
Restricted funds	These are available for use subject to restrictions imposed by the donor or through terms of an appeal.

##### Income

Recognition of Income	Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to, and virtually certain to receive, the income and the amount of the income can be measured with sufficient reliability.
Income with related expenditure	Where income has related expenditure the income and related expenditure is reported gross in the SoFA.
Donations and legacies	Voluntary income received by way of grants, donations and gifts is included in the the SoFA when receivable and only when the Charity has unconditional entitlement to the income.
Tax reclaims on donations and gifts	Income from tax reclaims is included in the SoFA at the same time as the gift/donation to which it relates.
Donated services and facilities	These are only included in income (with an equivalent amount in expenditure) where the benefit to the Charity is reasonably quantifiable, measurable and material.

## **Chiddingstone Nursery School CIO**

### **Notes to the Accounts**

Volunteer help	The value of any volunteer help received is not included in the accounts.
Investment income	This is included in the accounts when receivable.
Gains/ (losses) on revaluation of fixed assets	This includes any gain or loss resulting from revaluing investments to market value at the end of the year.
Gains/ (losses) on investment assets	This includes any gain or loss on the sale of investments.

### **Expenditure**

Recognition of expenditure	Expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.
Expenditure on raising funds	These comprise the costs associated with attracting voluntary income, fundraising trading costs and investment management costs.
Expenditure on charitable activities	These comprise the costs incurred by the Charity in the delivery of its activities and services in the furtherance of its objects, including the making of grants and governance costs.
Grants payable	All grant expenditure is accounted for on an actual paid basis plus an accrual for grants that have been approved by the trustees at the end of the year but not yet paid.
Governance costs	These include those costs associated with meeting the constitutional and statutory requirements of the Charity, including any audit/ independent examination fees, costs linked to the strategic management of the Charity, together with a share of other administration costs.
Other expenditure	These are support costs not allocated to a particular activity.

### **Taxation**

The charity is exempt from corporation tax on its charitable activities.

### **Trade and other debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered.

Prepayments are valued at the amount prepaid net of any trade discounts due.

### **Cash and cash equivalents**

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other short-term highly liquid investments with original maturities of three months or less and bank overdrafts.

In the statement of financial position, bank overdrafts are shown within borrowings or current liabilities.

In the Statement of Cash Flows, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the company's cash management.

## Chiddingstone Nursery School CIO

### Notes to the Accounts

#### Trade and other creditors

Short term creditors are measured at the transaction price. Other creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

#### Pension costs

The charity operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the company pays fixed contributions into a separate entity. Once the contributions have been paid the company has no further payments obligations. The contributions are recognised as expenses when they fall due. Amounts not paid are shown in accruals in the balance sheet.

The assets of the plan are held separately from the company in independently administered funds.

## 2. Company status

The company is a private company limited by guarantee and consequently does not have share capital.

## 3. Income from donations and legacies

	Unrestricted	Restricted	Total 2023	Total 2022
	£	£	£	£
Donations	-	626	626	34
Funds from/ to PTA	-	-	-	1,292
Grants	937	-	937	2,787
	<u>937</u>	<u>626</u>	<u>1,563</u>	<u>4,113</u>

## 4. Income from charitable activities

	Unrestricted	Total 2023	Total 2022
	£	£	£
Fee Income	65,077	65,077	53,544
KCC Funded Places	41,582	41,582	48,080
Admin Fee/Deposit	720	840	840
Other	560	560	1,711
	<u>107,939</u>	<u>107,939</u>	<u>104,176</u>

## Chiddingstone Nursery School CIO

### Notes to the Accounts

#### 5. Income from other trading activities

	Restricted	Total 2023	Total 2022
	£	£	£
FF2 Payments	-	-	4,018
SENI Payments	5,830	5,830	4,665
EYPP Payments	8,183	8,183	1,504
DAF	-	-	615
	<u>14,013</u>	<u>14,013</u>	<u>10,802</u>

#### 6. Other income

	Unrestricted	Total 2023	Total 2022
	£	£	£
Interest Received	750	750	32
	<u>750</u>	<u>750</u>	<u>32</u>

#### 7. Expenditure on charitable activities

	Unrestricted	Total 2023	Total 2022
	£	£	£
<i>Expenditure on charitable activities</i>			
Fee Income	2,319	2,319	1,033
KCC Funded Places	1,257	1,257	1,532
Admin Fee/Deposit	680	680	1,868
	<u>4,256</u>	<u>4,256</u>	<u>4,433</u>

#### 8. Other expenditure

	Unrestricted	Restricted	Total 2023	Total 2022
	£	£	£	£
Employee costs	69,221	14,889	84,110	78,720
Premises costs	11,622	-	11,622	13,769
General administrative costs	9,074	-	9,074	4,927
Legal and professional costs	1,834	-	1,834	1,900
	<u>91,751</u>	<u>14,889</u>	<u>106,640</u>	<u>99,316</u>

# Chiddingstone Nursery School CIO

## Notes to the Accounts

### 9. Staff costs

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Salaries and wages	81,649	69,143
Social security costs	-	6,159
Pension costs	935	1,303
	<u>82,584</u>	<u>76,605</u>

No employee received emoluments in excess of £60,000.

### 10. Creditors:

amounts falling due within one year

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Deferred income	10,635	10,463
Pension payable	253	-
PAYE payable	820	-
	<u>11,708</u>	<u>10,463</u>

### 11. Movement in funds

	<b>At 1 September 2022</b>	<b>Incoming resources (including other gains/ losses)</b>	<b>Resources expended</b>	<b>At 31 August 2023</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Restricted funds:</b>				
<b>Restricted income funds:</b>				
FF2 Payments	-	14,013	(14,013)	-
Donations	296	626	(876)	46
<i>Total</i>	<u>296</u>	<u>14,639</u>	<u>(14,889)</u>	<u>46</u>
<b>Unrestricted funds:</b>				
<b>General funds</b>	<u>81,469</u>	<u>109,626</u>	<u>(96,007)</u>	<u>95,088</u>
<b>Total funds</b>	<u>81,765</u>	<u>124,265</u>	<u>(110,896)</u>	<u>95,134</u>

Purposes and restrictions in relation to the funds:

Restricted funds:

FF2 Payments

## Chiddingstone Nursery School CIO

### Notes to the Accounts

Donations

#### 12. Analysis of net assets between funds

	Unrestricted funds £	Total £
	95,134	95,134
Net current assets	<u>95,134</u>	<u>95,134</u>

#### 13. Reconciliation of net debt

	At 1 September 2022 £	Cash flows £	At 31 August 2023 £
Cash and cash equivalents	92,228	14,614	106,842
	<u>92,228</u>	<u>14,614</u>	<u>106,842</u>
Net debt	<u>92,228</u>	<u>14,614</u>	<u>106,842</u>

#### 14. Commitments

##### *Pension commitments*

	2023 £	2022 £
The pension cost charge to the company amounted to:	<u>935</u>	<u>1,303</u>

#### 15. Related party disclosures

##### *Controlling party*

The company is limited by guarantee and has no share capital; thus no single party controls the company.

## Chiddingstone Nursery School CIO

### Detailed Statement of Financial Activities

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
<b>Income and endowments</b>				
<b>from:</b>				
Donations and legacies				
Donations	-	626	626	34
Funds from/ to PTA	-	-	-	1,292
Grants	937	-	937	2,787
	<u>937</u>	<u>626</u>	<u>1,563</u>	<u>4,113</u>
Charitable activities				
Fee Income	65,077	-	65,077	53,544
KCC Funded Places	41,582	-	41,582	48,080
Admin Fee/Deposit	720	-	720	840
Other	560	-	560	1,711
	<u>107,939</u>	<u>-</u>	<u>107,939</u>	<u>104,175</u>
Other trading activities				
FF2 Payments	-	-	-	4,018
SENI Payments	-	5,830	5,830	4,665
EYPP Payments	-	8,183	8,183	1,504
DAF	-	-	-	615
	<u>-</u>	<u>14,013</u>	<u>14,013</u>	<u>10,802</u>
Other				
Interest Received	750	-	750	32
	<u>750</u>	<u>-</u>	<u>750</u>	<u>32</u>
<b>Total income and endowments</b>	<b>109,626</b>	<b>14,639</b>	<b>124,265</b>	<b>119,122</b>
<b>Expenditure on:</b>				
Charitable activities				
Fee Income	2,319	-	2,319	1,033
KCC Funded Places	1,257	-	1,257	1,532
Admin Fee/Deposit	680	-	680	1,868
	<u>4,256</u>	<u>-</u>	<u>4,256</u>	<u>4,433</u>
<b>Total of expenditure on charitable activities</b>	<b>4,256</b>	<b>-</b>	<b>4,256</b>	<b>4,433</b>
Employee costs				
Salaries/wages	66,760	14,889	81,649	69,143
Employer's NIC	-	-	-	6,159
Pension costs	935	-	935	1,303
Staff training	1,526	-	1,526	2,115
	<u>69,221</u>	<u>14,889</u>	<u>84,110</u>	<u>78,720</u>

## Chiddingstone Nursery School CIO

### Detailed Statement of Financial Activities

Premises costs				
Rent	9,000	-	9,000	9,000
Rates	-	-	-	261
Premises cleaning	704	-	704	3,466
Premises repairs and maintenance	1,918	-	1,682	1,042
	<u>11,622</u>	<u>-</u>	<u>11,622</u>	<u>13,769</u>
General administrative costs, including depreciation and amortisation				
Equipment expensed	228	-	228	186
General insurances	569	-	569	553
Information and publications	1,163	-	1,163	286
Software, IT support and related costs	558	-	558	777
Stationery and printing	3,348	-	3,348	1,635
Sundry expenses	1,359	-	1,359	721
Telephone, fax and broadband	1,848	-	1,848	769
	<u>9,074</u>	<u>-</u>	<u>9,074</u>	<u>4,927</u>
Legal and professional costs				
Accountancy and bookkeeping	1,309	-	1,309	1,282
Other legal and professional costs	525	-	525	618
	<u>1,834</u>	<u>-</u>	<u>1,834</u>	<u>1,900</u>
<b>Total of expenditure of other costs</b>	<u>91,751</u>	<u>14,889</u>	<u>106,640</u>	<u>99,316</u>
<b>Total expenditure</b>	<u>96,007</u>	<u>14,889</u>	<u>110,896</u>	<u>103,749</u>
Net gains on investments	-	-	-	-
	<u>13,619</u>	<u>-250</u>	<u>13,369</u>	<u>15,373</u>
<b>Net income</b>				
Transfers between funds	-	-	-	-
<b>Net income before other gains/ (losses)</b>	<u>13,619</u>	<u>-250</u>	<u>13,369</u>	<u>15,373</u>
Other Gains	-	-	-	-
<b>Net movement in funds</b>	<u>13,619</u>	<u>-250</u>	<u>13,369</u>	<u>15,373</u>
<b>Reconciliation of funds:</b>				
Total funds brought forward	81,469	296	81,765	66,392
<b>Total funds carried forward</b>	<u>95,088</u>	<u>46</u>	<u>95,134</u>	<u>81,765</u>

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# Accounts

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Chiddingstone Nursery School CIO

Charity No. 1184378

Company No. CE018174

Trustees' Report and Unaudited Accounts

31 August 2022

	Pages
Trustees' Annual Report	2 to 5
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Detailed Statement of Financial Activities	19 to 20

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the unaudited financial statements of the charity for the year ended 31 August 2022.

#### REFERENCE AND ADMINISTRATIVE DETAILS

Company No. CE018174

Charity No. 1184378

Registered Office

Chiddingstone Castle  
Hill Hoath Road  
Chiddingstone  
Edenbridge  
TN8 7AD

Directors and Trustees

The Directors of the charitable company are its Trustees for the purposes of charity law.

The following Directors and Trustees served during the year:

W. Madgwick

M. Maxwell-Payne

J. McCoy

V. Nobel

F. Streatfeild (appointed 17 May 2022)

Independent examiner

Solutions Accountancy & Bookkeeping Ltd  
1 The Mews  
Little Brunswick Street  
Huddersfield  
HD1 5JL

#### OBJECTIVES AND ACTIVITIES

The charity works for the public benefit having as its objects the development and education of children and young people.

- (1) promoting their care and safety;
- (2) promoting their education and promoting parental involvement;
- (3) promoting their health and wellbeing;
- (4) providing services to support them and their families and carers;
- (5) providing services to individuals holding membership of the CIO; and
- (6) furthering the aims of the Pre-school Learning Alliance.

The trustees of Chiddingstone Nursery CIO are aware of the guidance on public benefit. We have taken it into account when making a decisions to which the guidance is relevant.

Main Achievements:

The successful implementation of the new EYFS and planning in the moment for the benefit of the children attending the nursery.

The support of post-covid children's experience of separating from their parents was handled effectively and with great care.

The nursery continues to offer funded places through Kent County Council, thus making it accessible to all families.

## ACHIEVEMENTS AND PERFORMANCE

The trustees' objectives were met as follows:

Premises:

- A deep clean of the premises took place and a thorough rationalisation of toys and equipment.

Staffing:

- All staff enrolled on or completed relevant training.
- Two members of staff completed the next level on their Early Years training.
- All appraisals were completed with nursery manager.
- Staff pay was increased across the board.
- Nursery Administrator role was reviewed, developed and increased in order to support the Nursery Leader and the Trustees even further and to allow practitioners to focus on supporting the children rather than filling in paperwork.

Safeguarding:

- All new guidelines adhered to
- All policies up to date
- Relevant training completed

Parent involvement:

- Clear updates were given to all parents.
- Parents participated in the AGM and were sent the Trustees' annual plan.
- A parent questionnaire was created and issued. The feedback was overwhelmingly positive. Constructive feedback was listened to and implemented where possible.
- Fees were increased on order to keep track with the cost of staffing and the relative lack of funding.
- The number of totally free spaces for over 3-year-olds was reviewed in line with financial projections for 2022 to ensure we were meeting the provider agreement, and to ensure the nursery is accessible to all.

## FINANCIAL REVIEW

For the year ended 31/08/2022 the charity had an income over expenditure surplus of £15,373(2022) compared to £13,393.00(2021), the surplus is carried forward to next year to further fund the charities objectives.

The Charity's reserve policy is to hold 12 months' worth of operating costs as reserve, as at 31/08/2022 the reserve held was £81,765.00.

The following are the principal risks facing the charity:

- Competition from local nurseries offering longer hours
- Underfunding from central government. The funding we receive does not cover the staffing costs of providing the contracted hours of education

The rent of the premises is due to rise after a long period remaining flat

The principal source of funds comes Kent County Council and this was 50% of annual income in the period ended 31/08/2022.

#### PLANS FOR FUTURE PERIODS

Our main concern for the near future is the rising cost of living for parents and staff alike. Kent County Council funding does not currently match the cost of staffing and it is unlikely to increase sufficiently. We are a charity committed to providing outstanding childcare to all, irrespective of their financial situation. This means we need to rely on our prudent financial planning to avoid passing rising costs on to parents where possible, whilst ensuring staff pay increases to support them during the cost of living crisis. Our rent has remained static for many years now, and any change in this over the coming year will affect our ability to keep childcare costs as low as possible for parents. We do not see any other major financial issues on the horizon.

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is a CIO, registered with the Charity Commission, with a board of trustees with a wide variety of experience. The Charity adopted and follows the Model CIO Constitution for Childcare Providers 2013.

The Charity upholds the following trustee selection method and policies:

- (1) There must be at least three charity trustees. If the number falls below this minimum, the remaining trustee or trustees may act only to call a meeting of the charity trustees, or to appoint a new charity trustee.
- (2) The maximum number of charity trustees is 12. The charity trustees may not appoint any charity trustee if, as a result, the number of charity trustees would exceed the maximum.  
The charity trustees are appointed at the AGM of the charity to serve for two successive years and shall retire from office with effect from the conclusion of the second AGM following their appointment.
- (2) At every AGM of the members of the CIO, one third (or the number nearest to one third) of the elected charity trustees shall retire from office.
- (3) The charity trustees to retire by rotation shall be those who have been longest in office since their last appointment or reappointment. If any charity trustees were last appointed or reappointed on the same day, those to retire shall (unless otherwise agreed amongst themselves) be determined by lot.
- (4) The vacancies so arising may be filled by the decision of the members at the AGM; any vacancies not filled at the AGM may be filled as provided in sub-clause (5) of this clause.
- (5) The members or the charity trustees may at any time decide to appoint a new charity trustee, whether in place of a charity trustee who has retired or been removed in accordance with clause 15 (Retirement and removal of charity trustees), or as an additional charity trustee, provided that the limit specified in sub-clause 12(3) (Number of charity trustees) would not as a result be exceeded. A person so appointed, shall serve for two successive years and shall retire in accordance with sub-clauses (2) and (3) of this clause.
- (6) Where an individual is appointed as a charity trustee, it is that individual who is the charity trustee. No other individual with whom they share membership shall be entitled to stand in their place at meetings of the charity trustees or have any other rights as a charity trustee.
- (7) To encourage parental involvement, at least two thirds of the charity trustees shall normally at the time of election be family members. In the event that this figure cannot be achieved however, the CIO may elect affiliate members to make up the balance of the charity trustees.

Chiddingstone Nursery School CIO  
Trustees Annual Report

The charity trustees will make available to each new charity trustee, on or before his or her first appointment:

- (1) a copy of this constitution and any amendments made to it;
- (2) a copy of the CIO's latest trustees' annual report and statement of accounts; and
- (3) a copy of the roles and responsibilities of trustees as produced by the Charity Commission.

Trustees are also encouraged to attend training provided by The Education People

The charity is run by Trustees and a wider committee that represent the parents involved in the nursery.

The day-to-day management of the nursery is carried out by the Nursery Leader and qualified nursery staff.

Chiddingstone Nursery PTA carries out fundraising for equipment and resources.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The above report has been prepared in accordance with the provisions applicable to companies subject to the small companies regime as set out in Part 15 of the Companies Act 2006 and in accordance with the Charities SORP (FRS 102).

Signed on behalf of the board

  
F. Streatfeild (Jun 29, 2023 20:21 GMT+1)

F. Streatfeild  
Trustee  
23 June 2023

Independent Examiner's Report to the trustees of Chiddingstone Nursery School CIO

I report to the charity trustees on my examination of the financial statements of Chiddingstone Nursery School CIO for the year ended 31 August 2022 which comprise the Statement of Financial Activities, the Summary Income and Expenditure Account, the Balance Sheet, the Statement of Cash Flows and the related notes.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's financial statements as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I can confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that:

- accounting records were not kept in accordance with section 386 of the 2006 Act ; or
- the financial statements do not accord with those records; or
- the financial statements do not comply with the accounting requirements under section 396 of the 2006 Act other than any requirement that the financial statements give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the financial statements have not been prepared in accordance with the Charities SORP (FRS 102).

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 financial statements to be reached.



CPAA  
Solutions Accountancy & Bookkeeping Ltd  
1 The Mews  
Little Brunswick Street  
Huddersfield

HD1 5JL  
23 June 2023

Chiddingstone Nursery School CIO  
Statement of Financial Activities  
for the year ended 31 August 2022

	Notes	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Income and endowments from:					
Donations and legacies	4	2,787	1,326	4,113	5,068
Charitable activities	5	104,175	-	104,175	90,086
Other trading activities	6	-	10,802	10,802	5,069
Other	7	32	-	32	9
Total		106,994	12,128	119,122	100,232
Expenditure on:					
Charitable activities	8	4,433	-	4,433	6,124
Other	9	85,390	13,926	99,316	80,169
Total		89,823	13,926	103,749	86,293
Net gains on investments		-	-	-	-
Net income	10	17,171	(1,798)	15,373	13,939
Transfers between funds		-	-	-	-
Net income before other gains/(losses)		17,171	(1,798)	15,373	13,939
Other gains and losses					
Net movement in funds		17,171	(1,798)	15,373	13,939
Reconciliation of funds:					
Total funds brought forward		64,298	2,094	66,392	51,853
Total funds carried forward		81,469	296	81,765	65,792

Chiddingstone Nursery School CIO  
Summary Income and Expenditure Account  
for the year ended 31 August 2022

	2022 £	2021 £
Income	119,122	100,232
Gross income for the year	<u>119,122</u>	<u>100,232</u>
Expenditure	103,749	86,293
Total expenditure for the year	<u>103,749</u>	<u>86,293</u>
Net income before tax for the year	15,373	13,939
Net income for the year	<u>15,373</u>	<u>13,939</u>

## Chiddingstone Nursery School CIO

## Balance Sheet

at 31 August 2022

Company No. CE018174	Notes	2022 £	2021 £
Current assets			
Cash at bank and in hand		92,228	84,577
		<u>92,228</u>	<u>84,577</u>
Creditors: Amount falling due within one year	12	(10,463)	(18,185)
Net current assets		<u>81,765</u>	<u>66,392</u>
Total assets less current liabilities		<u>81,765</u>	<u>66,392</u>
Net assets excluding pension asset or liability		<u>81,765</u>	<u>66,392</u>
Total net assets		<u><u>81,765</u></u>	<u><u>66,392</u></u>
The funds of the charity			
Restricted funds			
Restricted income funds	13	296	2,094
		<u>296</u>	<u>2,094</u>
Unrestricted funds			
General funds	13	81,469	64,298
		<u>81,469</u>	<u>64,298</u>
Reserves	13		
Total funds		<u><u>81,765</u></u>	<u><u>66,392</u></u>

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

For the year ended 31 August 2022 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

Approved by the board on 23 June 2023

And signed on its behalf by:

*F. Streatfeild*

F. Streatfeild (Jun 29, 2023 20:21 GMT+1)

F. Streatfeild

Trustee

23 June 2023

Chiddingstone Nursery School CIO  
Statement of Cash flows  
for the year ended 31 August 2022

	2022 £	2021 £
Cash flows from operating activities		
Net income per Statement of Financial Activities	15,373	14,539
Adjustments for:		
Dividends, interest and rents from investments	(32)	(9)
(Decrease)/Increase in trade and other payables	(7,722)	18,185
Net cash provided by operating activities	<u>7,619</u>	<u>32,715</u>
Cash flows from investing activities		
Dividends, interest and rents from investments	32	9
Net cash from investing activities	<u>32</u>	<u>9</u>
Net cash from financing activities	<u>-</u>	<u>-</u>
Net increase in cash and cash equivalents	7,651	32,724
Cash and cash equivalents at the beginning of the year	84,577	51,853
Cash and cash equivalents at the end of the year	<u>92,228</u>	<u>84,577</u>
Components of cash and cash equivalents		
Cash and bank balances	92,228	84,577
	<u>92,228</u>	<u>84,577</u>

## 1 Accounting policies

### Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

### Change in basis of accounting or to previous accounts

There has been no change to the accounting policies (valuation rules and method of accounting) since last year and no changes have been made to accounts for previous years.

### Fund accounting

**Unrestricted funds** These are available for use at the discretion of the trustees in furtherance of the general objects of the charity.

**Designated funds** These are unrestricted funds earmarked by the trustees for particular purposes.

**Revaluation funds** These are unrestricted funds which include a revaluation reserve representing the restatement of investment assets at their market values.

**Restricted funds** These are available for use subject to restrictions imposed by the donor or through terms of an appeal.

### Income

**Recognition of income** Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to, and virtually certain to receive, the income and the amount of the income can be measured with sufficient reliability.

**Income with related expenditure** Where income has related expenditure the income and related expenditure is reported gross in the SoFA.

**Donations and legacies** Voluntary income received by way of grants, donations and gifts is included in the the SoFA when receivable and only when the Charity has unconditional entitlement to the income.

**Tax reclaims on donations and gifts** Income from tax reclaims is included in the SoFA at the same time as the gift/donation to which it relates.

**Donated services and facilities** These are only included in income (with an equivalent amount in expenditure) where the benefit to the Charity is reasonably quantifiable, measurable and material.

**Volunteer help** The value of any volunteer help received is not included in the accounts.

**Investment income** This is included in the accounts when receivable.

**Gains/(losses) on revaluation of fixed assets** This includes any gain or loss resulting from revaluing investments to market value at the end of the year.

**Gains/(losses) on investment assets** This includes any gain or loss on the sale of investments.

#### Expenditure

Recognition of expenditure	Expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.
Expenditure on raising funds	These comprise the costs associated with attracting voluntary income, fundraising trading costs and investment management costs.
Expenditure on charitable activities	These comprise the costs incurred by the Charity in the delivery of its activities and services in the furtherance of its objects, including the making of grants and governance costs.
Grants payable	All grant expenditure is accounted for on an actual paid basis plus an accrual for grants that have been approved by the trustees at the end of the year but not yet paid.
Governance costs	These include those costs associated with meeting the constitutional and statutory requirements of the Charity, including any audit/independent examination fees, costs linked to the strategic management of the Charity, together with a share of other administration costs.
Other expenditure	These are support costs not allocated to a particular activity.

#### Taxation

The charity is exempt from corporation tax on its charitable activities.

#### Trade and other debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

#### Cash and cash equivalents

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. In the statement of financial position, bank overdrafts are shown within borrowings or current liabilities. In the Statement of Cash Flows, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the company's cash management.

#### Trade and other creditors

Short term creditors are measured at the transaction price. Other creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

#### Pension costs

The charity operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the company pays fixed contributions into a separate entity. Once the contributions have been paid the company has no further payments obligations. The contributions are recognised as expenses when they fall due. Amounts not paid are shown in accruals in the balance sheet. The assets of the plan are held separately from the company in independently administered funds.

Receipt of donated goods, facilities and services

All donated goods, facilities and services received are recognised within incoming resources and expenditure at an estimate of the value to the charity.

## 2 Company status

The company is a private company limited by guarantee and consequently does not have share capital.

## 3 Statement of Financial Activities - prior year

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Income and endowments from:			
Donations and legacies	-	5,068	5,068
Charitable activities	90,086	-	90,086
Other trading activities	-	5,069	5,069
Other	9	-	9
Total	<u>90,095</u>	<u>10,137</u>	<u>100,232</u>
Expenditure on:			
Charitable activities	6,124	-	6,124
Other	72,126	8,043	80,169
Total	<u>78,250</u>	<u>8,043</u>	<u>86,293</u>
Net income	<u>11,845</u>	<u>2,094</u>	<u>13,939</u>
Transfers between funds	600	-	600
Net income before other gains/(losses)	<u>12,445</u>	<u>2,094</u>	<u>14,539</u>
Other gains and losses:			
Net movement in funds	<u>12,445</u>	<u>2,094</u>	<u>14,539</u>
Reconciliation of funds:			
Total funds brought forward	51,853	-	51,853
Total funds carried forward	<u>64,298</u>	<u>2,094</u>	<u>66,392</u>

## 4 Income from donations and legacies

	Unrestricted £	Restricted £	Total 2022 £	Total 2021 £
Donations	-	34	34	4,997
Funds from/to PTA	-	1,292	1,292	71
Grants	2,787	-	2,787	-
	<u>2,787</u>	<u>1,326</u>	<u>4,113</u>	<u>5,068</u>

5 Income from charitable activities

	Unrestricted	Total 2022	Total 2021
	£	£	£
Fee Income	53,544	53,544	43,160
KCC Funded Places	48,080	48,080	43,002
Admin Fee/Deposit	840	840	1,040
Other	1,711	1,711	2,884
	<u>104,175</u>	<u>104,175</u>	<u>90,086</u>

6 Income from other trading activities

	Restricted	Total 2022	Total 2021
	£	£	£
FF2 Payments	4,018	4,018	2,673
SENIF Payments	4,665	4,665	2,293
EYPP Payments	1,504	1,504	103
DAF	615	615	-
	<u>10,802</u>	<u>10,802</u>	<u>5,069</u>

7 Other income

	Unrestricted	Total 2022	Total 2021
	£	£	£
Interest Received	32	32	9
	<u>32</u>	<u>32</u>	<u>9</u>

8 Expenditure on charitable activities

	Unrestricted	Total 2022	Total 2021
	£	£	£
<i>Expenditure on charitable activities</i>			
Fee Income	1,033	1,033	1,522
KCC Funded Places	1,532	1,532	2,592
Admin Fee/Deposit	1,868	1,868	2,010
<i>Governance costs</i>			
	<u>4,433</u>	<u>4,433</u>	<u>6,124</u>

9 Other expenditure

	Unrestricted	Restricted	Total 2022	Total 2021
	£	£	£	£
Employee costs	64,794	13,926	78,720	62,596
Premises costs	13,769	-	13,769	12,599
General administrative costs	4,927	-	4,927	3,742
Legal and professional costs	1,900	-	1,900	1,232
	<u>85,390</u>	<u>13,926</u>	<u>99,316</u>	<u>80,169</u>

10 Net income before transfers

	2022	2021
	£	£
This is stated after charging: Independent Examiner's fee	540	540

11 Staff costs

	2022	2021
Salaries and wages	69,143	56,891
Social security costs	6,159	3,717
Pension costs	1,303	721
	<u>76,605</u>	<u>61,329</u>

No employee received emoluments in excess of £60,000.

12 Creditors:

amounts falling due within one year

	2022	2021
	£	£
Deferred income	10,463	18,185
	<u>10,463</u>	<u>18,185</u>

## 13 Movement in funds

	At 1 September 2021	Incoming resources (including other gains/losses) £	Resources expended £	At 31 August 2022 £
Restricted funds:				
Restricted income funds:				
FF2 Payments	2,094	-	-	2,094
Donations	-	1,326	-	1,326
	-	10,802	(13,926)	(3,124)
<i>Total</i>	<u>2,094</u>	<u>12,128</u>	<u>(13,926)</u>	<u>296</u>
Unrestricted funds:				
General funds	64,298	106,994	(89,823)	81,469
<b>Total funds</b>	<u><u>66,392</u></u>	<u><u>119,122</u></u>	<u><u>(103,749)</u></u>	<u><u>81,765</u></u>

## Purposes and restrictions in relation to the funds:

## Restricted funds:

FF2 Payments

Donations

## 14 Analysis of net assets between funds

	Unrestricted funds £	Total £
Net current assets	81,765	81,765
	<u>81,765</u>	<u>81,765</u>

## 15 Reconciliation of net debt

	At 1 September 2021 £	Cash flows £	At 31 August 2022 £
Cash and cash equivalents	84,577	7,651	92,228
	<u>84,577</u>	<u>7,651</u>	<u>92,228</u>
Net debt	<u>84,577</u>	<u>7,651</u>	<u>92,228</u>

16 Commitments

*Operating lease commitments*

Annual commitments under non-cancellable operating leases are as follows:

	2022	2022	2021	2021
	Land and buildings	Other	Land and buildings	Other
	£	£	£	£
Operating leases with expiry date:				

*Pension commitments*

	2022	2021
	£	£
The pension cost charge to the company amounted to:	<u>1,303</u>	<u>721</u>

17 Related party disclosures

*Controlling party*

The company is limited by guarantee and has no share capital; thus no single party controls the company.

Chiddingstone Nursery School CIO  
Detailed Statement of Financial Activities  
for the year ended 31 August 2022

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Income and endowments from:				
Donations and legacies				
Donations	-	34	34	4,997
Funds from/to PTA	-	1,292	1,292	71
Grants	2,787	-	2,787	-
	<u>2,787</u>	<u>1,326</u>	<u>4,113</u>	<u>5,068</u>
Charitable activities				
Fee Income	53,544	-	53,544	43,160
KCC Funded Places	48,080	-	48,080	43,002
Admin Fee/Deposit	840	-	840	1,040
Other	1,711	-	1,711	2,884
	<u>104,175</u>	<u>-</u>	<u>104,175</u>	<u>90,086</u>
Other trading activities				
FF2 Payments	-	4,018	4,018	2,673
SENIF Payments	-	4,665	4,665	2,293
EYPP Payments	-	1,504	1,504	103
DAF	-	615	615	-
	<u>-</u>	<u>10,802</u>	<u>10,802</u>	<u>5,069</u>
Other				
Interest Received	32	-	32	9
	<u>32</u>	<u>-</u>	<u>32</u>	<u>9</u>
Total income and endowments	106,994	12,128	119,122	100,232
Expenditure on:				
Charitable activities				
Fee Income	1,033	-	1,033	1,522
KCC Funded Places	1,532	-	1,532	2,592
Admin Fee/Deposit	1,868	-	1,868	2,010
	<u>4,433</u>	<u>-</u>	<u>4,433</u>	<u>6,124</u>
Total of expenditure on charitable activities	4,433	-	4,433	6,124
Employee costs				
Salaries/wages	55,217	13,926	69,143	56,891
Employer's NIC	6,159	-	6,159	3,717
Pension costs	1,303	-	1,303	721
Staff training	2,115	-	2,115	1,267
	<u>64,794</u>	<u>13,926</u>	<u>78,720</u>	<u>62,596</u>
Premises costs				
Rent	9,000	-	9,000	9,000
Rates	261	-	261	258

Chiddingstone Nursery School CIO  
Detailed Statement of Financial Activities

Premises cleaning	3,466	-	3,466	2,928
Premises repairs and maintenance	1,042	-	1,042	413
	<u>13,769</u>	<u>-</u>	<u>13,769</u>	<u>12,599</u>
General administrative costs, including depreciation and amortisation				
Equipment expensed	186	-	186	147
General insurances	553	-	553	642
Information and publications	286	-	286	105
Software, IT support and related costs	777	-	777	1,479
Stationery and printing	1,635	-	1,635	272
Sundry expenses	721	-	721	170
Telephone, fax and broadband	769	-	769	927
	<u>4,927</u>	<u>-</u>	<u>4,927</u>	<u>3,742</u>
Legal and professional costs				
Accountancy and bookkeeping	1,282	-	1,282	817
Other legal and professional costs	618	-	618	415
	<u>1,900</u>	<u>-</u>	<u>1,900</u>	<u>1,232</u>
Total of expenditure of other costs	<u>85,390</u>	<u>13,926</u>	<u>99,316</u>	<u>80,169</u>
Total expenditure	89,823	13,926	103,749	86,293
Net gains on investments	-	-	-	-
Net income	<u>17,171</u>	<u>(1,798)</u>	<u>15,373</u>	<u>13,939</u>
Transfers between funds	-	-	-	600
Net income before other gains/(losses)	<u>17,171</u>	<u>(1,798)</u>	<u>15,373</u>	<u>14,539</u>
Other Gains	-	-	-	-
Net movement in funds	<u>17,171</u>	<u>(1,798)</u>	<u>15,373</u>	<u>14,539</u>
Reconciliation of funds:				
Total funds brought forward	64,298	2,094	66,392	51,853
Total funds carried forward	<u>81,469</u>	<u>296</u>	<u>81,765</u>	<u>66,392</u>

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# Accounts

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**Chiddingstone Nursery School CIO**

**Charity No. 1184378**

**Company No. CE018174**

**Trustees' Report and Unaudited Accounts**

**31 August 2021**

**Chiddingstone Nursery School CIO**  
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**Chiddingstone Nursery School CIO**  
**Trustees Annual Report**

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the unaudited financial statements of the charity for the year ended 31 August 2021.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Company No. CED18174**

**Charity No. 1184378**

**Registered Office**

Chiddingstone Castle  
Hill Hoath Road  
Chiddingstone  
Edenbridge  
TN8 7AD

**Directors and Trustees**

The Directors of the charitable company are its Trustees for the purposes of charity law. The following Directors and Trustees served during the year:

W. Madgwick  
M. Maxwell-Payne  
J. McCoy  
V. Nobel  
F. Streatfeild

**Accountants**

Solutions Accountancy & Bookkeeping Ltd  
1 The Mews  
Little Brunswick Street  
Huddersfield  
HD1 5JL

**OBJECTIVES AND ACTIVITIES**

The charity works for the public benefit having as its objects the development and education of children and young people.

- (1) promoting their care and safety;
- (2) promoting their education and promoting parental involvement;
- (3) promoting their health and wellbeing;
- (4) providing services to support them and their families and carers;
- (5) providing services to individuals holding membership of the CIO; and
- (6) furthering the aims of the Pre-school Learning Alliance.

The trustees of Chiddingstone Nursery CIO are aware of the guidance on public benefit. We have taken it into account when making a decisions to which the guidance is relevant.

## **Chiddingstone Nursery School CIO**

### **Trustees Annual Report**

Main Achievements:

Corona Virus defined the year

1. Health and safety of children and staff was the charity's absolute priority
2. Children's well-being at home and return to nursery paramount
3. The trustees maintained careful and detailed financial planning
4. The nursery remained open throughout. At first, for children of key workers and then for all children
5. The impeccable daily management of the nursery kept everyone safe
6. Government guidelines put into place sometimes with only 2 days notice
7. Risk assessments, cleaning schedules and daily bubbles were put in place
8. Home learning provision increased
9. Equipment was rationalized and rotated
10. Children's well being was paramount
11. Staff regular testing kept everyone safe.

The nursery prepared for and staff were trained in the new Early Years Foundation Scheme. This has placed a welcome focus on the children's play and development rather than on paperwork.

The nursery continues to offer funded places through Kent County Council, thus making it accessible to all families.

### **ACHIEVEMENTS AND PERFORMANCE**

The trustees' objectives were met as follows:

Corona Virus

- During corona virus we ensured the safety of children and staff
- We kept the nursery open (in the face of real risk of permanent closure due to lack of funds). We kept staff jobs secure.

Premises

- Kitchen refurbishment was finished, and the leaks in the ceiling were fixed by the landlord

Staffing

- All staff enrolled on or completed relevant training
- Two staff completed training for new specialist SENCO roles
- All appraisals were completed with nursery manager
- Staff reported clear communication from committee re CIO and Coronavirus
- Staff pay was increased

## **Chiddingstone Nursery School CIO**

### **Trustees Annual Report**

#### Safeguarding

- All new guidelines adhered to
- All policies up to date
- Relevant training completed

#### Parent involvement

- Clear updates were given to all parents on impact of Coronavirus
- Parents participated in the AGM and were sent the Trustees' annual plan
- A parent questionnaire was created and issued. The feedback included some changes which were implemented
- Fees were updated
- Positive financial projections for 2021/2022 taking into account coronavirus restrictions on pupil numbers and on cleaning times
- 'Extra' activities were secured for next year
- The number of totally free spaces for over 3 year-olds was reviewed in line with financial projections for 2021 (to ensure we were meeting the provider agreement)

### **FINANCIAL REVIEW**

For the year ended 31/08/2021 the charity had an income over expenditure surplus of £13,939 (2021) compared to £12,168.00(2020), the surplus is carried forward to next year to further fund the charities objectives.

The Charity's reserve policy is to hold 12 months' worth of operating costs as reserve, as at 31/08/2021 the reserve held was £66,392.00.

The following are the principal risks facing the charity:

- Competition from local nurseries offering longer hours
- Underfunding from central government. The funding we receive does not cover the staffing costs of providing the contracted hours of education

The rent of the premises is due to rise after a long period remaining flat

The principal source of funds comes Kent County Council and this was 50% of annual income in the period ended 31/08/2021.

### **PLANS FOR FUTURE PERIODS**

Our main concern for the near future is rising costs against stagnant revenues. Kent county council funding is unlikely to keep up with the rampant inflation we see today. It is one of our main aims to provide affordable childcare and this also puts a limit on how far we can push up the parent contributions (we do not want to add to the cost of living crisis if we can help it). Our rent has remained static for many years now, though it is hard to market test the unusual space we inhabit. We do not see any other major financial issues on the horizon.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The charity is a CIO, registered with the Charity Commission, with a board of trustees with a wide variety of experience. The Charity adopted and follows the Model CIO Constitution for Childcare Providers 2013.

## Chiddingstone Nursery School CIO

### Trustees Annual Report

The Charity upholds the following trustee selection method and policies:

- (1) There must be at least three charity trustees. If the number falls below this minimum, the remaining trustee or trustees may act only to call a meeting of the charity trustees, or to appoint a new charity trustee.
  - (2) The maximum number of charity trustees is 12. The charity trustees may not appoint any charity trustee if, as a result, the number of charity trustees would exceed the maximum.
- The charity trustees are appointed at the AGM of the charity to serve for two successive years and shall retire from office with effect from the conclusion of the second AGM following their appointment.
- (2) At every AGM of the members of the CIO, one third (or the number nearest to one third) of the elected charity trustees shall retire from office.
  - (3) The charity trustees to retire by rotation shall be those who have been longest in office since their last appointment or reappointment. If any charity trustees were last appointed or reappointed on the same day, those to retire shall (unless otherwise agreed amongst themselves) be determined by lot.
  - (4) The vacancies so arising may be filled by the decision of the members at the AGM; any vacancies not filled at the AGM may be filled as provided in sub-clause (5) of this clause.
  - (5) The members or the charity trustees may at any time decide to appoint a new charity trustee, whether in place of a charity trustee who has retired or been removed in accordance with clause 15 (Retirement and removal of charity trustees), or as an additional charity trustee, provided that the limit specified in sub-clause 12(3) (Number of charity trustees) would not as a result be exceeded. A person so appointed, shall serve for two successive years and shall retire in accordance with sub-clauses (2) and (3) of this clause.
  - (6) Where an individual is appointed as a charity trustee, it is that individual who is the charity trustee. No other individual with whom they share membership shall be entitled to stand in their place at meetings of the charity trustees or have any other rights as a charity trustee.
  - (7) To encourage parental involvement, at least two thirds of the charity trustees shall normally at the time of election be family members. In the event that this figure cannot be achieved however, the CIO may elect affiliate members to make up the balance of the charity trustees.

The charity trustees will make available to each new charity trustee, on or before his or her first appointment:

- (1) a copy of this constitution and any amendments made to it;
- (2) a copy of the CIO's latest trustees' annual report and statement of accounts; and
- (3) a copy of the roles and responsibilities of trustees as produced by the Charity Commission.

Trustees are also encouraged to attend training provided by The Education People

The charity is run by Trustees and a wider committee that represent the parents involved in the nursery.

The day-to-day management of the nursery is carried out by the Nursery Leader and qualified nursery staff.

Chiddingstone Nursery PTA carries out fundraising for equipment and resources.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

## Chiddingstone Nursery School CIO

### Trustees Annual Report

The above report has been prepared in accordance with the provisions applicable to companies subject to the small companies regime as set out in Part 15 of the Companies Act 2006 and in accordance with the Charities SORP (FRS102).

Signed on behalf of the board

*F. Streatfeild*

F. Streatfeild (Jun 22, 2022 20:54 GMT+1)

F. Streatfeild

Trustee

14 June 2022

**Independent Examiner's Report to the trustees of Chiddingstone Nursery School CIO**

I report to the charity trustees on my examination of the financial statements of Chiddingstone Nursery School CIO for the year ended 31 August 2021 which comprise the Statement of Financial Activities, the Summary Income and Expenditure Account, the Balance Sheet and the related notes.

**Responsibilities and basis of report**

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act).

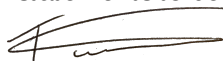
Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's financial statements as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

**Independent examiner's statement**

I have completed my examination. I can confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that:

- accounting records were not kept in accordance with section 386 of the 2006 Act ; or
- the financial statements do not accord with those records; or
- the financial statements do not comply with the accounting requirements under section 396 of the 2006 Act other than any requirement that the financial statements give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the financial statements have not been prepared in accordance with the Charities SORP (FRS102).

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 financial statements to be reached.



CPAA

Solutions Accountancy & Bookkeeping Ltd

1 The Mews

Little Brunswick Street

Huddersfield

HD1 5JL

14 June 2022

**Chiddingstone Nursery School CIO**  
**Statement of Financial Activities**  
for the year ended 31 August 2021

	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
<b>Income and endowments from:</b>					
Donations and legacies	3	-	5,068	5,068	10,711
Charitable activities	4	90,086	-	90,086	39,688
Other trading activities	5	-	5,069	5,069	-
Other	6	9	-	9	14
<b>Total</b>		<b>90,095</b>	<b>10,137</b>	<b>100,232</b>	<b>50,413</b>
<b>Expenditure on:</b>					
Charitable activities	7	6,124	-	6,124	800
Other	8	72,126	8,043	80,169	37,445
<b>Total</b>		<b>78,250</b>	<b>8,043</b>	<b>86,293</b>	<b>38,245</b>
Net gains on investments		-	-	-	-
<b>Net income</b>		<b>11,845</b>	<b>2,094</b>	<b>13,939</b>	<b>12,168</b>
Transfers between funds		600	-	600	-
<b>Net income before other gains/ (losses)</b>		<b>12,445</b>	<b>2,094</b>	<b>14,539</b>	<b>12,168</b>
<b>Other gains and losses</b>					
<b>Net movement in funds</b>		<b>12,445</b>	<b>2,094</b>	<b>14,539</b>	<b>12,168</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		51,853	-	51,853	39,685
<b>Total funds carried forward</b>		<b>64,298</b>	<b>2,094</b>	<b>66,392</b>	<b>51,853</b>

**Chiddingstone Nursery School CIO**  
**Summary Income and Expenditure Account**  
**for the year ended 31 August 2021**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Income	100,232	50,413
<b>Gross income for the year</b>	<u>100,232</u>	<u>50,413</u>
Expenditure	86,293	38,245
<b>Total expenditure for the year</b>	<u>86,293</u>	<u>38,245</u>
Net income before tax for the year	13,939	12,168
<b>Net income for the year</b>	<u><u>13,939</u></u>	<u><u>12,168</u></u>

**Chiddingstone Nursery School CIO****Balance Sheet**

at 31 August 2021

Company No.	CEO18174	Notes	2021 £	2020 £
<b>Current assets</b>				
Cash at bank and in hand			84,577	51,853
			<u>84,577</u>	<u>51,853</u>
<b>Creditors:</b> Amount falling due within one year		10	(18,185)	-
<b>Net current assets</b>			<u>66,392</u>	<u>51,853</u>
<b>Total assets less current liabilities</b>			<u>66,392</u>	<u>51,853</u>
<b>Net assets excluding pension asset or liability</b>			<u>66,392</u>	<u>51,853</u>
<b>Total net assets</b>			<u><u>66,392</u></u>	<u><u>51,853</u></u>
<b>The funds of the charity</b>				
<b>Restricted funds</b>		11		
Restricted income funds			2,094	-
			<u>2,094</u>	<u>-</u>
<b>Unrestricted funds</b>		11		
General funds			64,298	51,853
			<u>64,298</u>	<u>51,853</u>
<b>Reserves</b>		11		
<b>Total funds</b>			<u><u>66,392</u></u>	<u><u>51,853</u></u>

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

For the year ended 31 August 2021 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

Approved by the board on 14 June 2022

And signed on its behalf by:

*F. Streatfeild*

F. Streatfeild (Jun 22, 2022 20:54 GMT+1)

F. Streatfeild

Trustee

14 June 2022

**for the year ended 31 August 2021**

**1 Accounting policies**

**Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) - (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

**Change in basis of accounting or to previous accounts**

There has been no change to the accounting policies (valuation rules and method of accounting) since last year and no changes have been made to accounts for previous years.

**Fund accounting**

Unrestricted funds	These are available for use at the discretion of the trustees in furtherance of the general objects of the charity.
Designated funds	These are unrestricted funds earmarked by the trustees for particular purposes.
Revaluation funds	These are unrestricted funds which include a revaluation reserve representing the restatement of investment assets at their market values.
Restricted funds	These are available for use subject to restrictions imposed by the donor or through terms of an appeal.

**Income**

Recognition of income	Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to, and virtually certain to receive, the income and the amount of the income can be measured with sufficient reliability.
Income with related expenditure	Where income has related expenditure the income and related expenditure is reported gross in the SoFA.
Donations and legacies	Voluntary income received by way of grants, donations and gifts is included in the the SoFA when receivable and only when the Charity has unconditional entitlement to the income.
Tax reclaims on donations and gifts	Income from tax reclaims is included in the SoFA at the same time as the gift/donation to which it relates.
Donated services and facilities	These are only included in income (with an equivalent amount in expenditure) where the benefit to the Charity is reasonably quantifiable, measurable and material.
Volunteer help	The value of any volunteer help received is not included in the accounts.
Investment income	This is included in the accounts when receivable.
Gains/(losses) on revaluation of fixed assets	This includes any gain or loss resulting from revaluing investments to market value at the end of the year.
Gains/(losses) on investment assets	This includes any gain or loss on the sale of investments.

**Notes to the Accounts**

**Expenditure**

Recognition of expenditure	Expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.
Expenditure on raising funds	These comprise the costs associated with attracting voluntary income, fundraising trading costs and investment management costs.
Expenditure on charitable activities	These comprise the costs incurred by the Charity in the delivery of its activities and services in the furtherance of its objects, including the making of grants and governance costs.
Grants payable	All grant expenditure is accounted for on an actual paid basis plus an accrual for grants that have been approved by the trustees at the end of the year but not yet paid.
Governance costs	These include those costs associated with meeting the constitutional and statutory requirements of the Charity, including any audit/independent examination fees, costs linked to the strategic management of the Charity, together with a share of other administration costs.
Other expenditure	These are support costs not allocated to a particular activity.

**Taxation**

The charity is exempt from corporation tax on its charitable activities.

**Freehold investment property**

Investment properties are measured initially at cost and subsequently at fair value at each balance sheet date and are not depreciated. All gains or losses are taken to the Statement of Financial Activities as they arise.

**Stocks**

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

**Trade and other debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**Cash and cash equivalents**

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. In the statement of financial position, bank overdrafts are shown within borrowings or current liabilities. In the Statement of Cash Flows, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the company's cash management.

**Trade and other creditors**

Short term creditors are measured at the transaction price. Other creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

**Research and development**

Expenditure on research and development is written off in the year in which it is incurred.

**Foreign currencies**

Monetary assets and liabilities denominated in currencies other than the functional currency of the charity are translated at the rates of exchange prevailing at the end of the reporting period.

Transactions in currencies other than the functional currency of the charity are recorded at the rate of exchange on the date that the transaction occurred.

All exchange differences are taken into account in arriving at net income/expenditure.

**Leased assets**

Where the charity enters into a lease which entails taking substantially all the risks and rewards of ownership of an asset, the lease is treated as a finance lease.

Leases which do not transfer substantially all the risks and rewards of ownership to charity are classified as operating leases.

Assets held under finance leases are initially recognised as assets of the charity at their fair value at the inception of the lease or, if lower, at the present value of the minimum lease payments. The corresponding liability to the lessor is included in the balance sheet date as a finance lease obligation.

Lease payments are apportioned between finance expenses and reduction of the lease obligation so as to achieve a constant rate of interest on the remaining balance of the liability. Finance expenses are recognised immediately, unless they are directly attributable to qualifying assets, in which case they are capitalised in accordance with the charity's policy on borrowing costs.

Assets held under finance leases are depreciated in the same way as owned assets.

Operating lease payments are recognised as an expense on a straight-line basis over the lease term.

In the event that lease incentives are received to enter into operating leases, such incentives are recognised as a liability. The aggregate benefit of incentives is recognised as a reduction of rental expense on a straight-line basis.

**Pension costs**

The charity operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the company pays fixed contributions into a separate entity. Once the contributions have been paid the company has no further payments obligations. The contributions are recognised as expenses when they fall due. Amounts not paid are shown in accruals in the balance sheet. The assets of the plan are held separately from the company in independently administered funds.

**Receipt of donated goods, facilities and services**

All donated goods, facilities and services received are recognised within incoming resources and expenditure at an estimate of the value to the charity.

**2 Company status**

The company is a private company limited by guarantee and consequently does not have share capital.

**Chiddingstone Nursery School CIO**  
**Notes to the Accounts**

**3 Income from donations and legacies**

	<b>Restricted</b>	<b>Total</b>	<b>Total</b>
		<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Donations	4,997	4,997	10,711
Funds from/to PTA	71	71	-
	<u>5,068</u>	<u>5,068</u>	<u>10,711</u>

**4 Income from charitable activities**

	<b>Unrestricted</b>	<b>Total</b>	<b>Total</b>
		<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Fee Income	43,160	43,160	8,149
KCC Funded Places	43,002	43,002	21,879
Admin Fee/Deposit	1,040	1,040	-
Other	2,884	2,884	9,660
	<u>90,086</u>	<u>90,086</u>	<u>39,688</u>

**5 Income from other trading activities**

	<b>Restricted</b>	<b>Total</b>	<b>Total</b>
		<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>
FF2 Payments	2,673	2,673	-
SENIF Payments	2,293	2,293	-
EYPP Payments	103	103	-
	<u>5,069</u>	<u>5,069</u>	<u>-</u>

**6 Other income**

	<b>Unrestricted</b>	<b>Total</b>	<b>Total</b>
		<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Interest Received	9	9	14
	<u>9</u>	<u>9</u>	<u>14</u>

7 Expenditure on charitable activities

	Unrestricted	Total 2021	Total 2020
	£	£	£
<i>Expenditure on charitable activities</i>			
Fee Income	1,522	1,522	-
KCC Funded Places	2,592	2,592	800
Admin Fee/Deposit	2,010	2,010	-
<i>Governance costs</i>			
	<u>6,124</u>	<u>6,124</u>	<u>800</u>

8 Other expenditure

	Unrestricted	Restricted	Total 2021	Total 2020
	£	£	£	£
Employee costs	54,553	8,043	62,596	32,268
Premises costs	12,599	-	12,599	3,426
General administrative costs	3,742	-	3,742	1,244
Legal and professional costs	1,232	-	1,232	507
	<u>72,126</u>	<u>8,043</u>	<u>80,169</u>	<u>37,445</u>

9 Staff costs

	2021	2020
Salaries and wages	56,891	30,334
Social security costs	3,717	1,514
Pension costs	721	-
	<u>61,329</u>	<u>31,848</u>

No employee received emoluments in excess of £60,000.

10 Creditors:

amounts falling due within one year

	2021	2020
	£	£
Deferred income	18,185	-
	<u>18,185</u>	<u>-</u>

## 11 Movement in funds

	At 1 September 2020	Incoming resources (including other gains/ losses) £	Resources expended £	Gross transfers £	At 31 August 2021 £
<b>Restricted funds:</b>					
<b>Restricted income funds:</b>					
FF2 Payments	-	2,673	(2,673)	-	-
SENIF Payments	-	2,293	(2,293)	-	-
EYPP Payments	-	103	(103)	-	-
Donations	-	4,997	(2,903)	-	2,094
Funds from/to PTA	-	71	(71)	-	-
<i>Total</i>	-	10,137	(8,043)	-	2,094
<b>Unrestricted funds:</b>					
<b>General funds</b>	51,853	90,095	(78,250)	600	64,298
<b>Total funds</b>	51,853	100,232	(86,293)	600	66,392

Purposes and restrictions in relation to the funds:

Restricted funds:

FF2 Payments

SENIF Payments

EYPP Payments

Donations

Funds from/to PTA

## 12 Analysis of net assets between funds

	Unrestricted funds £	Total £
Net current assets	66,392	66,392
	<u>66,392</u>	<u>66,392</u>

## 13 Reconciliation of net debt

	At 1 September 2020 £	Cash flows £	At 31 August 2021 £
Cash and cash equivalents	51,853	32,724	84,577
	<u>51,853</u>	<u>32,724</u>	<u>84,577</u>
Net debt	<u>51,853</u>	<u>32,724</u>	<u>84,577</u>

14 **Commitments**

*Operating lease commitments*

Annual commitments under non-cancellable operating leases are as follows:

	2021	2021	2020	2020
	Land and buildings	Other	Land and buildings	Other
	£	£	£	£
Operating leases with expiry date:				

*Pension commitments*

	2021	2020
	£	£
The pension cost charge to the company amounted to:	721	-

15 **Related party disclosures**

*Controlling party*

The company is limited by guarantee and has no share capital; thus no single party controls the company.

**Chiddingstone Nursery School CIO**  
**Detailed Statement of Financial Activities**

for the year ended 31 August 2021

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
<b>Income and endowments from:</b>				
Donations and legacies				
Donations	-	4,997	4,997	10,711
Funds from/to PTA	-	71	71	-
	-	5,068	5,068	10,711
Charitable activities				
Fee Income	43,160	-	43,160	8,149
KCC Funded Places	43,002	-	43,002	21,879
Admin Fee/ Deposit	1,040	-	1,040	-
Other	2,884	-	2,884	9,660
	90,086	-	90,086	39,688
Other trading activities				
FF2 Payments	-	2,673	2,673	-
SENIF Payments	-	2,293	2,293	-
EYPP Payments	-	103	103	-
	-	5,069	5,069	-
Other				
Interest Received	9	-	9	14
	9	-	9	14
<b>Total income and endowments</b>	<b>90,095</b>	<b>10,137</b>	<b>100,232</b>	<b>50,413</b>
<b>Expenditure on:</b>				
Charitable activities				
Fee Income	1,522	-	1,522	-
KCC Funded Places	2,592	-	2,592	800
Admin Fee/ Deposit	2,010	-	2,010	-
	6,124	-	6,124	800
<b>Total of expenditure on charitable activities</b>	<b>6,124</b>	<b>-</b>	<b>6,124</b>	<b>800</b>
Employee costs				
Salaries/ wages	48,848	8,043	56,891	30,334
Employer's NIC	3,717	-	3,717	1,514
Pension costs	721	-	721	-
Staff training	1,267	-	1,267	420
	54,553	8,043	62,596	32,268
Premises costs				
Rent	9,000	-	9,000	3,000
Rates	258	-	258	426
Premises cleaning	2,928	-	2,928	-

**Chiddingstone Nursery School CIO**  
**Detailed Statement of Financial Activities**

Premises repairs and maintenance	413	-	413	-
	<u>12,599</u>	<u>-</u>	<u>12,599</u>	<u>3,426</u>
General administrative costs, including depreciation and amortisation				
Equipment expensed	147	-	147	-
General insurances	642	-	642	-
Information and publications	105	-	105	50
Software, IT support and related costs	1,479	-	1,479	527
Stationery and printing	272	-	272	294
Sundry expenses	170	-	170	-
Telephone, fax and broadband	927	-	927	373
	<u>3,742</u>	<u>-</u>	<u>3,742</u>	<u>1,244</u>
Legal and professional costs				
Accountancy and bookkeeping	817	-	817	472
Other legal and professional costs	415	-	415	35
	<u>1,232</u>	<u>-</u>	<u>1,232</u>	<u>507</u>
<b>Total of expenditure of other costs</b>	<u>72,126</u>	<u>8,043</u>	<u>80,169</u>	<u>37,445</u>
<b>Total expenditure</b>	<u>78,250</u>	<u>8,043</u>	<u>86,293</u>	<u>38,245</u>
Net gains on investments	-	-	-	-
	<u>11,845</u>	<u>2,094</u>	<u>13,939</u>	<u>12,168</u>
<b>Net income</b>	<u>11,845</u>	<u>2,094</u>	<u>13,939</u>	<u>12,168</u>
Transfers between funds	600	-	600	-
<b>Net income before other gains/ (losses)</b>	<u>12,445</u>	<u>2,094</u>	<u>14,539</u>	<u>12,168</u>
Other Gains	-	-	-	-
<b>Net movement in funds</b>	<u>12,445</u>	<u>2,094</u>	<u>14,539</u>	<u>12,168</u>
<b>Reconciliation of funds:</b>				
Total funds brought forward	51,853	-	51,853	39,685
<b>Total funds carried forward</b>	<u>64,298</u>	<u>2,094</u>	<u>66,392</u>	<u>51,853</u>

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# Accounts

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# **CHIDDINGSTONE NURSERY SCHOOL CIO**

Charity number: 1184378

## **TRUSTEE'S ANNUAL REPORT FOR THE PERIOD 11 July 2019 to 31 August 2020**

### **Constitution**

The CIO is governed by a constitution adopted in February 2020

### **Objects of the CIO**

The charity works for the public benefit having as its objects the development and education of children and young people in particular by:

1. (1) promoting their care and safety;
2. (2) promoting their education and promoting parental involvement;
3. (3) promoting their health and wellbeing;
4. (4) providing services to support them and their families and carers;
5. (5) providing services to individuals holding membership of the CIO; and
6. (6) furthering the aims of the Pre-school Learning Alliance.

### **Trustees:**

Felicity Streatfeild

Wendy Madgwick

Jill McCoy

Ed Miles

### **Committee members:**

Vincent Nobel

Melissa Hiles

Victoria Whitewood

Elizabeth Rushbrook

Rebecca Chapman

Sally Moore

Rebecca Nicholson

Abigail Brown

## **TRUSTEE'S ANNUAL REPORT FOR THE PERIOD TO 31st AUGUST 2019 – 23<sup>rd</sup> FEBRUARY 2020**

### **CORONA VIRUS**

The Corona Virus pandemic shaped much of the activity of the CIO for this period. On 18<sup>th</sup> March 2020, the government announced all schools would be shut, except for the children of key workers, due to the rise of Covid 19. The nursery remained open throughout, initially providing care for children of key workers and then opening, when guidelines allowed, for all children.

Three members of staff were required at nursery to cover the children of key workers, and the rest of the staff were furloughed.

The trustees applied for a government 'Covid-hardship' grant and the nursery was awarded £10,000 by Sevenoaks District Council.

The government issued guidelines for early years settings to follow and the nursery lead implemented these with:

- New protocols
- A change in opening hours to maintain daily bubbles
- New cleaning schedule
- PPE where appropriate
- New risk assessments

Parents were consulted throughout and provided regular updates. Staff also provided videos of the new nursery set up (according to Corona-Virus guidelines) to parents in order to help their children settle back into nursery once it opened up beyond the children of key workers. Parents were also provided with increased online suggestions of home learning activities.

The safety of the staff and the children remained paramount. Staff on furlough were consulted appropriately and kept up to date with all developments.

## **CIO**

The final transfer of the bank accounts from the old charity to the CIO was completed after much delay due to the pandemic. Also, due to the delay in the transfer of the bank accounts, the payment of our funding from Kent County Council was delayed. Therefore, the committee voted to use £5,000 from the reserve account to pay for staff wages in July 2020. (This amount has now been refunded from the current account back into the reserve account.)

## **PREMISES**

Mr Glossop (estate manager) has been informed that the nursery tenant lease with Chiddingstone Castle ran out in 2015. We have been in contact with him after the CIO conversion to remind him of our aim to re-draft the lease. We are waiting for him to arrange a meeting to discuss.

Phase two of the kitchen refurbishment was completed. A food hygiene inspection awarded us a rating of 4 out of 5.

## **DONATIONS**

A family made a generous donation of £711 which was spent on play equipment.

## **MARKETING**

Marketing was suspended due to the pandemic.

## **PARTNERSHIP WITH PARENTS**

The nursery website and Facebook pages provided regular updates and ideas for parents.

A questionnaire was issued to parents in order for them to feed back on the nursery practices and its management. Relevant suggestions and changes have been implemented.

As noted above, staff also provided videos of the new nursery set up (according to Corona-Virus guidelines) to parents in order to help their children settle back into nursery once it opened up beyond the children of key workers.

## **OFSTED**

The nursery lead maintained close contact with OFSTED. The CIO conversion will trigger a new inspection (most likely a short update inspection) but this has been delayed due to the pandemic.

## **SAFEGUARDING**

Staff and committee members were provided with all the annual updated safeguarding documents to be read and signed on completion.

Appropriate risk assessment and safeguarding evaluation forms were reviewed and completed.

## **POLICIES AND PROCEDURES**

Nursery policies were reviewed, updated, agreed and signed by the Chair-people prior to being forwarded on to all committee members, staff and parents. Relevant Corona- Virus addendums were included.

## **TRAINING**

The nursery's staff training budget was used to part-fund one member of staff's level 4 training which was progressed with great success.

## **STAFF**

The deputy nursery lead left the nursery after 12 years, on 18<sup>th</sup> March 2020. A recruitment process took place and Megan Downing was promoted from cover-staff to Deputy lead and SENCO (she did not take up her post until after her time on furlough – September 2020). Sam Wells was promoted to IT manager and deputy SENCO.

Vicki Wallis was hired as cover staff in March 2020.

## **REGULATION**

The nursery continued to promote self-evaluation completing a SSTEW, EFICLE audit, along with the nursery questionnaire which directly links into the nursery improvement plan.

The SEN (special education offer) is online for parent/carers to find information on the nursery's inclusion procedure.

The nursery consistently followed the EYFS with learning opportunities through-out the pandemic. This was not compulsory, but something we felt was important to commit to.

## **COMMUNITY LINKS**

Chiddingstone Nursery continues to take an active role within the Sevenoaks rural collaboration of local nurseries to support each other in training opportunities.

Links with the community continued through the monthly article in the village magazines and a new advert has been updated to maintain awareness of the nursery in the Hever, Mark Beech, Four Elms, Penshurst and Cowden magazines. The nursery also has close links with the village school and the village church.

**CHIDDINGSTONE NURSERY SCHOOL CIO**  
**Charity number: 1184378**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES ON THE ACCOUNTS  
FOR THE YEAR TO 31st AUGUST 2020**

I report to the trustees on my examination of the accounts of the above charity for the year ended 31st August 2020.

**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.

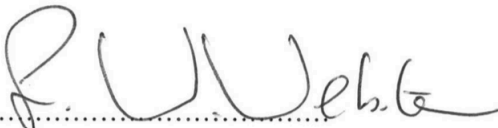
**Independent examiner's statement**

I 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.

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.



.....  
S W Webster ACA

..... 16<sup>th</sup> May 2021 .....

Date

**Chiddingstone Nursery School CIO**  
**Incorporated on 11th July 2019**

**RECEIPTS AND PAYMENTS ACCOUNTS**

**FOR THE PERIOD TO 31st AUGUST 2020** **Period from**  
**23 Feb 2020 to**  
**31st Aug 2020**  
**£**

<b>Income</b>	
Fee Income from Parents	8,149
Funding from K.C.C.	21,879
Donations	711
Grants	10,000
Additional Funding - Special Needs	-
Training Collaboration Income	-
Bank interest	14
Furlough HMRC	9,660
<b>Total receipts</b>	<b>50,413</b>

<b>Expenditure</b>	
<b>STAFFING</b>	
Staff Costs	30,334
HMRC costs	1,514
Training & publications	420
<b>PREMISES</b>	
Rent	3,000
Other premises costs	426
<b>INSURANCE/REGISTRATION COSTS</b>	
Pre School Learning Alliance	-
Ofsted Registration	-

<b>ADMINISTRATION COSTS</b>	
Equipment, Stationary, Cleaning & IT	821
Telephone, photocopying, postage & parentmail	373
Accounting ,CRB, ICO & MPLC	507

<b>OTHER COSTS</b>	
Teaching costs	-
Trips & Consumables	-
Play equipment	-
Advertising & Marketing	50
Nursery sundry running expenses	800

<b>Total payments</b>	<b>38,245</b>
<b>Net receipts/(payments)</b>	<b>12,168</b>

**Cash funds on incorporation** -

**Cash funds transferred from Chiddingstone Nursery School on 23 February 2020, charity number 1135694** 39,684

**Cash funds this period end** **51,853**

<b>Statement of Assets and Liabilities at period year end</b>	
Current accounts (42019990 & 42115418)	35,113
Deposit account (42020018)	16,740
Debtors	-
	<b>51,853</b>

*F. S. Heatfeild*  
 .....  
 Felicity Streatfeild Chairperson PP Treasurer - Since resigned Ed Miles  
 Date 16/05/2021

Charity number: 1184378