



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1 September 2021 **To** 31 August 2022

Charity name: Edale Stepping Stones Nursery and Childcare Centre (subsequently referred to as ESS)

Charity Address: The Old Winery, Grindsbrook Booth, Edale, S33 7ZA

Charity registration number: 1190027

OFSTED registration number: 2600983

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>To advance the education and development of children aged 1-11 for the public benefit by the provision of a nursery pre-school, daycare facilities and out of school provision as set out in the Constitution.</p> <p>The principal purpose in establishing ESS is to provide a much needed safe and high quality childcare and early learning opportunity for young children in Edale and the surrounding area who would benefit from these opportunities. To fulfil its purpose, ESS has to be both affordable and accessible.</p> <p>The activities of the Trustees are guided by a series of governance documents covering such areas as meetings, decision making, trustee appointment, conflict of interest etc.</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>The 2020-2021 Annual Report detailed how ESS was established, how premises were identified and then granted planning permission and listed the various benefits to the local community.</p> <p>Several of the objectives set in 2020-2021 for the future have been built on during 2021-2022, including increasing the number of children attending, successful staff recruitment and continuing to forge links with the local primary school and the community.</p>

		<p>The two senior unpaid volunteer members of staff have been able to retire following the appointment of two permanent paid members of staff as Head and Deputy Head of the Nursery. They were appointed in June and July of 2022 respectively.</p> <p>The Nursery is now embedded in the local community and receives a useful boost to our finances from the village's charitable activities fund.</p> <p>The children attend a Forest School (within the village itself), join in activities with the village primary school and have attended a variety of village events including visits to the railway station in conjunction with Friends of Edale Station organisation.</p> <p>The number of children currently attending ESS stands at 23.</p> <p>The appointment of two senior staff has put pressure on the ESS budget but financial performance is closely monitored and regular financial forecasts are essential to keeping track. Decisions are made based on these and affordability is always at the forefront of considerations before any expenditure is incurred.</p> <p>We have held multiple fundraising public events, including Spring, Summer and Winter fayres on the grounds of ESS, and as mentioned earlier ESS is now a formal recipient of a share of fundraising activities within the Edale community (along with the primary school, village hall and playing field).</p> <p>We have several projects planned to improve and enhance the facilities at current premises, most notably some upgrades to the garden/outdoor environment.</p> <p>We continue to be extremely grateful to members of the wider Edale community who regularly volunteer their time and energy to help support ESS in its day to day running and with upkeep of the premises and supporting special fundraising events.</p>
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		<p><u>Public benefit:</u></p> <p>In order to ensure the principles of public benefit are at the forefront of Trustees' actions, this is maintained as a standing agenda item for all formal trustee meetings.</p> <p>The Trustees are satisfied that no harm has arisen from the purposes outlined in the ESS objectives; the main beneficiaries remain the local community, the general public and that no private benefit has arisen from any of the purposes or activities of ESS.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees have had due regard for all guidance from the Charity Commission with regard to all our work to date and will continue to have regard for the guidance as we continue our work.

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>ESS continues to provide high quality services at a competitive level of fees.</p> <p>Appointing two senior staff at salaries which are at competitive for industry levels.</p> <p>Having a childcare provision in the heart of the village saves parents and children having to travel long distances to access childcare facilities and many children/families are able to walk to access ESS.</p> <p>Meals are provided by an outside agency following the retirement of the volunteer cook and alternative options are now being assessed. Similarly, since the cook also performed the cleaning duties, we are seeking to appointment a new cleaner as soon as possible. In the interim, the current ESS staff cover all cleaning duties.</p> <p>We now hold a long waiting list for children hoping to attend the nursery, which is an indicator of the high quality of service provision we can offer and also an indicator of the current level of unmet need for childcare services in the village and wider Hope Valley community.</p> <p>An ongoing and particular challenge of a rural nursery is attracting new staff and securing staff cover at short notice where staff need to take an unplanned absence (eg. sick leave). We are currently trying to establish a 'bank' of potential, qualified, personnel, who can provide this sort of cover.</p>

Financial Review

<p>Review of the charity's financial position at the end of the period</p>	<p>Para 1.21</p>	<p>FINANCIAL REPORT</p> <p>The trustees are pleased to present the charity's Receipts and Payment Account for the year to 31 August 2022.</p> <p>The period closed with a bank balance of £42k (2021 £28k) of unrestricted reserves. This represents a net receipt for the year of £14k.</p> <p>The income derived from fees, charged to parents of children attending and claimed from the local authority (Derbyshire County Council) for eligible childcare hours amounted to £98k (2021 £60k).</p> <p>The charity also benefitted from £6k (2021 £6k) of donations, from individual giving and local organisations.</p> <p>There were no grant funding receipts this year (2021 £10k).</p> <p>Refunds and re-imbursements of expenditure amounted to £1k (2021 £NIL).</p> <p>The total income from all sources was £106k (2021 £76k).</p> <p>The total paid staffing expenditure was £54k (2021 £27k). The number of paid staff increased from three childcare practitioners, in September 2021, to three childcare practitioners, a Head and Deputy Head of Centre and a cook/cleaner by August 2022.</p> <p>Premises costs amounted to £20k (2021 £9k). The majority of this cost uplift was due to a full year rental of the dedicated Nursery and Childcare Centre. In 2021 the nursery operated for only 3 months out of the dedicated premises, the remainder of the year used the Village Hall.</p> <p>The cost of providing nutritious and varied meals, and cleaning the Centre, was £10k (2021 £4k). These meals were cooked using fresh ingredients purchased locally. This additional cost was a result of a higher number of children now attending and the</p>
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		<p>cook/cleaner position being paid from December 2021.</p> <p>Resources amounted to £3k (2021 £4k). Primarily this was to buy materials for the children to use in their learning and play, but also included small items of essential furniture and other supplies.</p> <p>Insurance, subscriptions to professional bodies and IT hardware / software servicing cost just under £3k (2021 £2k).</p> <p>The outdoor resource delivered through the year by the Forest School, at £2k (2021 £1k), contributed to the improved learning and personal development outcomes experienced by the children.</p> <p>The total expenditure was £92k (2021 £48k).</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The reserves are held to fund any short-term fluctuations in the cash flow, due to factors such as reductions in funding (eg reductions in children attending) and increases in costs (eg use of agency staff to cover staff recruitment).
Amount of reserves held	Para 1.22	£42,126 unrestricted funds
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<p>At 31 August 2022 the trustees believed that the unrestricted reserves of £42k represented a strong cash position to support the continued growth and daily operation of the Centre and were confident that the charity was a going concern at that date.</p> <p>The nursery has continued to operate in line with it's purposes for almost a full year, to June 2023.</p> <p>Unfortunately, three of the five members of staff have recently submitted their resignations, within the same month. The staff leaving include the Head of Centre, Deputy Head of Centre, and one of the three Childcare Practitioners. The charity has initiated a recruitment process and is in discussion with various agencies to try to identify suitable staff to cover on a temporary basis.</p> <p>As at the date of signing this report, the trustees are uncertain about the charity's ability to continue as a going concern.</p>

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document	Para 1.25	"Foundation " Model Constitution dated 19/06/2020.
How is the charity constituted?	Para 1.25	<p>Constitution of a Charitable Incorporated Organisation (CIO) whose only voting members are the Trustees.</p> <p>The management of ESS is overseen by a Board of Trustees made up of six volunteers as detailed later.</p>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<p>There is no formal recruitment policy, prospective trustees being identified based on their areas of expertise.</p> <p>The trustees follow relevant governance policies covering such areas as role of trustees, conflict of interest, safeguarding, correct use of funds, terms of reference for meetings and decision making, contracts of staff employment etc. The policies are reviewed as required.</p> <p>Each trustee has a set term of office and any new trustee is provided with the necessary policy documents following a period as an observer.</p> <p>Specific roles include Chair, Vice Chair, Treasurer, Secretary.</p>

Reference and Administrative details

Charity name	Edale Stepping Stones Nursery and Childcare Centre
Other name the charity uses	N/a
Registered charity number	1190027
Charity's principal address	The Old Winery, Grindsbrook Booth, Edale, S33 7ZA

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Anita Critchlow	Chair of Trustees		
2	Sam Keating	Vice Chair of Trustees		
3	Liam Gilligan	Treasurer		
4	Jane Acty	Secretary		
5	Cathy Spingys			
6	Nigel Lawford			
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Corporate trustees – names of the directors at the date the report was approved

Director name		
N/a		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/a		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Exemptions from disclosure

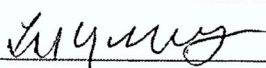
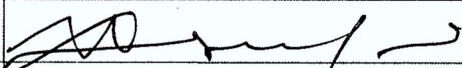
Reason for non-disclosure of key personnel details

Not applicable

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Liam Gilligan	NIGEL LAWFORD
Position (eg Secretary, Chair, etc)	Treasurer	TRUSTEE
Date	28 June 2023	28 JUNE 2023



CHARITY COMMISSION
FOR ENGLAND AND WALES

Edale Stepping Stones Nursery and Childcare Centre

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Receipts and payments accounts

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For the period
from

01-Sep-21

To

31-Aug-22

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Fees - Direct parent funding	74,641	-	-	74,641	44,630
Fees - Local authority funding (DCC)	23,688	-	-	23,688	15,583
Donations - Organisation	-	-	-	-	2,385
Donations - Individual	6,404	-	-	6,404	3,294
Grants	-	-	-	-	10,520
Refunds / Reimbursements of expenditure	1,211	-	-	1,211	-
	-	-	-	-	-
Sub total (Gross income for AR)	105,944	-	-	105,944	76,412
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	105,944	-	-	105,944	76,412
A3 Payments					
Staffing (Wages / Agency / Training / Recruitment etc)	53,955	-	-	53,955	27,082
Premises (Rent / Waste / Outdoor Area Resources)	19,799	-	-	19,799	9,234
Fees Refunded	-	-	-	-	706
Professional / Subscriptions / Insurance	3,334	-	-	3,334	1,683
Resources (eg for activities)	3,312	-	-	3,312	4,384
Food / Cleaning Supplies / Sundries	9,978	-	-	9,978	3,981
Forest School	1,700	-	-	1,700	1,000
Donations	82	-	-	82	-
	-	-	-	-	-
Sub total	92,160	-	-	92,160	48,070
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	92,160	-	-	92,160	48,070
Net of receipts/(payments)	13,784	-	-	13,784	28,342
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	28,342	-	-	28,342	-
Cash funds this year end	42,126	-	-	42,126	28,342

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

	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds			
Bank Balance at 31 August 2022	42,126	-	-
Total cash funds	42,126	-	-
(agree balances with receipts and payments account(s))			
Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £

B2 Other monetary assets

	-	-	-
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B3 Investment assets

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

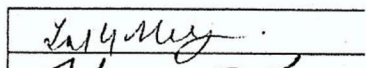
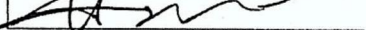
B4 Assets retained for the charity's own use

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

B5 Liabilities

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

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

Signature	Print Name	Date of approval
	Liam Gilligan	28/6/23
	NIGEL LAWFORD	28/6/23

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/ members of	Edale Stepping Stones Nursery & Childcare Centre		
On accounts for the year ended	31 August 2022	Charity no (if any)	1190027
Set out on pages	1 and 2		
Responsibilities and basis of report	<p>I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 August 2022.</p> <p>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").</p> <p>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.</p>		

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

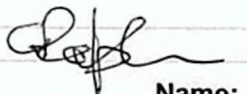
the accounting records were not kept in accordance with section 130 of the Charities Act; or

the accounts did not accord with the accounting records; or

the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Signed:



Date: 27 May 2023

Name: Graeme Ralph

Address: 19 Brook Road

Sheffield

S8 9FH

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

Previously a Fellow Of The Institute Of Internal Auditors (FIIA). Now retired.