

# HALSTEAD NURSERY

England & Wales · Charity number 1197835

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2022-02-08

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

## Contact

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**Address** Halstead Nursery  
Otford Lane  
Halstead  
Sevenoaks  
TN14 7EA

**Phone** 07950681846

**Email** [traceynursery@hotmail.co.uk](mailto:traceynursery@hotmail.co.uk)

**Website** [www.halsteadnursery.org.uk/](http://www.halsteadnursery.org.uk/)

## Activities

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**Objects:** THE CHARITY WORKS FOR THE PUBLIC BENEFIT HAVING AS ITS OBJECTS THE DEVELOPMENT AND EDUCATION OF CHILDREN AND YOUNG PEOPLE IN PARTICULAR BY: (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.

**Activities:** We are a pre school operating in Halstead village for the benefit of local children. We run Monday to Friday inclusive and from 8.45am to 3.15pm offering morning, lunch and afternoon sessions. We aim to provide a flexible facility for our families. We have an excellent Ofsted report which graded us as outstanding in every area and we have also been awarded the Kent Quality Mark.

## Classification

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

## Geography

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- Kent

## Finances

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Period end	Income	Expenditure	Assets	Employees
2025-08-31	£126,701	£111,605	-	-
2024-08-31	£211,096	£16,489	-	-
2023-08-31	£0	£0	-	-
2022-08-31	£0	£0	-	-

## Trustees

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Name	Role	Appointed
<b>NICOLA TOBIN</b>	Chair	2023-06-14
David Young		2023-10-11
Nicola Blunden		2026-01-29
RHEA TURNER WICKHAM		2026-05-13
Tracey McCartney		2023-10-10

**HALSTEAD NURSERY**

England & Wales - Charity number 1197835

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# Accounts

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## Trustees' Annual Report for the period

From - 01/09/2024      Period start date    To - 31/08/2025      Period end date

Charity name: Halstead Nursery

Charity registration number: 1197835

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The charity works for the public benefit having as its objects the development and education of children and young people in particular by:</p> <ol style="list-style-type: none"><li>(1) promoting their care and safety;</li><li>(2) promoting their education and promoting parental involvement;</li><li>(3) promoting their health and wellbeing;</li><li>(4) providing services to support them and their families and carers;</li><li>(5) providing services to individuals holding membership of the CIO; and</li><li>(6) furthering the aims of the Pre school Learning Alliance.</li></ol>
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>We aim to provide a flexible and fully inclusive facility to our clients, and offer support and advice to all families in our small village community. The nursery operates Monday to Friday during term time, offering preschool education and care to children aged 2 to 5 years of age.</p> <p>We offer mentoring to teenagers from local schools through the work experience programme and also support apprenticeships.</p> <p>Funding from the Government and our own fees aim to cover rent, running costs, staff wages and training. Other costs are covered by fundraising. Fundraising contributions are dedicated to providing resources and activities for the children. For example, providing at least one annual outing for both children and their families.</p> <p>We are highly regarded in the local community for having qualified and experienced staff who are able to provide support to families and children with special needs. Our manager is particularly skilled</p>

		<p>in this area and provides training for other professionals in the area.</p> <p>We have spaces for children on the 'free for two' programme and experienced staff work closely with these families. We also offer the 30 hours of free early entitlement for working families.</p> <p>The nursery takes part in many local community and school events, for example the Knockholt carnival.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All trustees have had regard to the charity commission's guidance on public benefit.

**Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

## Achievements and Performance

<p>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.</p>	<p>Para 1.20</p>	<p>We provide preschool education and activities within the EYFS curriculum covering up to 30 children, some of which attend the nursery full time and others on a part time basis.</p> <p>We currently have 7 members of staff who are fully qualified.</p> <p>Our nursery manager is an EYPDP (Early Years Professional Development Programme) tutor and is successfully mentoring other early years professionals.</p> <p>All staff have completed first aid training.</p> <p>The whole staff team have completed 'In the moment' planning training which will benefit the needs of all children in the nursery.</p>
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### Additional information (optional)

You may choose to include further statements where relevant about:

<p>Achievements against objectives set</p>	<p>Para 1.41</p>	
<p>Performance of fundraising activities against objectives set</p>	<p>Para 1.41</p>	
<p>Investment performance against objectives</p>	<p>Para 1.41</p>	
<p>Other</p>		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The financial position remains sound. In July 2025 the nursery became a charitable incorporated organisation with all funds, assets and liabilities being transferred from the former unincorporated entity; this resulted in income and expenditure being split between the two in the financial year.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The Restricted element of balances comprises two elements: <ol style="list-style-type: none"> <li>1. The balances of any restricted or limited funds received not yet utilised or disbursed.</li> <li>2. A reserve to cover any redundancy payments that may be required in the event of closure. The figure required varies over time and the amount held is sufficient to cover these variations.</li> </ol>
Amount of reserves held	Para 1.22	<ol style="list-style-type: none"> <li>1. £3,921</li> <li>2. £40,000</li> </ol>
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>There are three factors which could affect this, and although they will not have any short-term effect, their impact over the medium to long term has the attention of the Trustees:</p> <ol style="list-style-type: none"> <li>1. The significant increases in the level of the National Living Wage have impacted expenditure over recent years and there is only very limited ability for the nursery to increase income.</li> <li>2. A continued concern is since the end of the accounting period last year the Government imposed a new statutory funding guidance which further restricts the ability to generate income. The levels of funding received fail to sufficiently cover the costs of running the nursery and with more and more parents waiting until their child is eligible for funding before starting them with us, this is eating into reserves faster and we may not continue to be sustainable. This has as predicted resulted in a substantial reduction of income over the year.</li> </ol>

		<p>3. Kent County Council have proposed an increase in the level of rental paid for the premises currently used. Finally , we are in discussion on the lease with all parties concerned and it is something the Trustees continue to pursue.</p>
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**Additional information (optional)**

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Pre-school Learning Alliance CIO Constitution for Childcare Providers 2013
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
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	Trustees are elected and appointed by other committee members at our AGM.

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	Halstead Nursery
Other name the charity uses	
Registered charity number	1197835
Charity's principal address	Halstead Nursery Otford Lane Halstead Sevenoaks Tn14 7ea



## Funds held as custodian trustees on behalf of others

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

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information


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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

	T J McCartney
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Full name(s)

Nicola Tobin	Tracey McCartney
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Position (eg Secretary,  
Chair, etc)

Trustee Chair	Trustee Secretary
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Date

16/4/26
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Charity Name Halstead Nursery	No (if any) 1197835
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CC16a

## Receipts and payments accounts

For the period from	Period start date 01-Sep-2024	To	Period end date 31-Aug-2025
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### Section A Receipts and payments

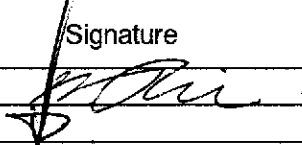
	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Fees	25,548	-	-	25,548	45
Uniforms	-	-	-	-	
Government Funding	93,670	-	-	93,670	1,742
Fundraising	645	-	-	645	114
Misc.	1,372	-	-	1,372	207,761
Grants Received		-	-	-	
Training	-	-	-	-	
Collaboration		5,466		5,466	1,434
<b>Sub total (Gross income for AR)</b>	<b>121,235</b>	<b>5,466</b>	<b>-</b>	<b>126,701</b>	<b>211,096</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>121,235</b>	<b>5,466</b>	<b>-</b>	<b>126,701</b>	<b>211,096</b>
<b>A3 Payments</b>					
Staff costs	84,673	-	-	84,673	12,611
Pension costs	3,432	-	-	3,432	285
Accountancy fees	780	-	-	780	460
HMRC	6,483	-	-	6,483	1,244
Premises	5,670	-	-	5,670	704
Telephone	59	-	-	59	15
Refreshments - children	685	-	-	685	30
Refreshments - staff	26	-	-	26	-
Consumables	228	-	-	228	67
Clothing - staff & children	-	-	-	-	73
Repairs and equipment	147	-	-	147	18
Administration, Training cost	1,131	-	-	1,131	16
Insurance	927	-	-	927	-
Advertising, Website Design / Hosting	311	-	-	311	-
Outings	329	-	-	329	52
Petcare	-	-	-	-	-
EYPP	873	-	-	873	-
Collaboration	-	4,025		4,025	437
Miscellaneous	1,791	36	-	1,827	478
<b>Sub total</b>	<b>107,544</b>	<b>4,061</b>	<b>-</b>	<b>111,605</b>	<b>16,489</b>



**B5 Liabilities**

Details	Fund to which	Amount due	When due
		-	
		-	
		-	
		-	
		-	

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

Signature	Print Name	Date of approval
	NICOLA TOBIN	29/1/26
	David Young	29/1/26



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Halstead Nursery (CIO)

**On accounts for the year  
ended**

31 August 2025	<b>Charity no (if any)</b>	1197835
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**Set out on pages**

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 08 / 2025.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

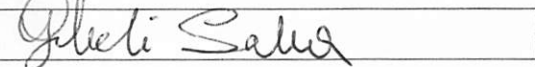
**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below \*~~) in connection with the examination which gives me cause to believe that in, any material respect:

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

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

*\* Please delete the words in the brackets if they do not apply.*

**Signed:** 

**Date:** 31/12/2025

**Name:** Sabrina Gilioli

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

FMAAT Membership No.10276909

**Address:**

12 Dorset Place  
Faversham  
ME13 8PP

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

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

None

**HALSTEAD NURSERY**

England & Wales - Charity number 1197835

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# Accounts

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## Trustees' Annual Report for the period

From - 01/09/2023      Period start date    To - 31/08/2024      Period end date

Charity name: Halstead Nursery

Charity registration number: 1197835

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The charity works for the public benefit having as its objects the development and education of children and young people in particular by:</p> <ol style="list-style-type: none"><li>(1) promoting their care and safety;</li><li>(2) promoting their education and promoting parental involvement;</li><li>(3) promoting their health and wellbeing;</li><li>(4) providing services to support them and their families and carers;</li><li>(5) providing services to individuals holding membership of the CIO; and</li><li>(6) furthering the aims of the Pre school Learning Alliance.</li></ol>
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>We aim to provide a flexible and fully inclusive facility to our clients, and offer support and advice to all families in our small village community. The nursery operates Monday to Friday during term time, offering preschool education and care to children aged 2 to 5 years of age.</p> <p>We offer mentoring to teenagers from local schools through the work experience programme and also support apprenticeships.</p> <p>Funding from the Government and our own fees aim to cover rent, running costs, staff wages and training. Other costs are covered by fundraising. Fundraising contributions are dedicated to providing resources and activities for the children. For example, providing at least one annual outing for both children and their families.</p> <p>We are highly regarded in the local community for having qualified and experienced staff who are able to provide support to families and children with special needs. Our manager is particularly skilled</p>

		<p>in this area and provides training for other professionals in the area.</p> <p>We have spaces for children on the 'free for two' programme and experienced staff work closely with these families. We also offer the 30 hours of free early entitlement for working families.</p> <p>The nursery takes part in many local community and school events, for example the Knockholt carnival.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All trustees have had regard to the charity commission's guidance on public benefit.

**Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

## Achievements and Performance

<p>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.</p>	<p>Para 1.20</p>	<p>We provide preschool education and activities within the EYFS curriculum covering up to 36 children, some of which attend the nursery full time and others on a part time basis.</p> <p>We currently have 7 members of staff who are fully qualified.</p> <p>Our nursery manager is an EYPDPD (Early Years Professional Development Programme) tutor and is successfully mentoring other early years professionals.</p> <p>All staff have completed first aid training.</p> <p>The whole staff team have completed 'In the moment' planning training which will benefit the needs of all children in the nursery.</p>
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### Additional information (optional)

You may choose to include further statements where relevant about:

<p>Achievements against objectives set</p>	<p>Para 1.41</p>	
<p>Performance of fundraising activities against objectives set</p>	<p>Para 1.41</p>	
<p>Investment performance against objectives</p>	<p>Para 1.41</p>	
<p>Other</p>		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The financial position remains sound. In July the nursery became a charitable incorporated organisation with all funds, assets and liabilities being transferred from the former unincorporated entity; this resulted in income and expenditure being split between the two in the financial year. Overall, however, the nursery achieved a surplus during the period with staff costs reducing due to a variance in staff numbers in the year.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The Restricted element of balances comprises two elements: <ol style="list-style-type: none"> <li>1. The balances of any restricted or limited funds received not yet utilised or disbursed.</li> <li>2. A reserve to cover any redundancy payments that may be required in the event of closure. The figure required varies over time and the amount held is sufficient to cover these variations.</li> </ol>
Amount of reserves held	Para 1.22	<ol style="list-style-type: none"> <li>1. £2,516</li> <li>2. £40,000</li> </ol>
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	There are three factors which could affect this, and although they will not have any short-term effect, their impact over the medium to long term has the attention of the Trustees: <ol style="list-style-type: none"> <li>1. The significant increases in the level of the National Living Wage have impacted expenditure over recent years and there is only very limited ability for the nursery to increase income.</li> <li>2. Since the end of the accounting period the Government has imposed a new statutory funding guidance which further restricts the ability to generate income. The levels of funding received fail to sufficiently cover the costs of running the nursery and with more and more parents waiting until their child is eligible for funding before starting them with us, this is eating into reserves faster and we may not continue to be sustainable. It is estimated this will result in a net</li> </ol>

		<p>reduction of at least £11,000 in income over a full year.</p> <p>3. Kent County Council have proposed a very substantial increase in the level of rental paid for the premises currently used. So far, they have not entered into any meaningful discussion on this and it something the Trustees continue to pursue.</p>
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**Additional information (optional)**

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Pre-school Learning Alliance CIO Constitution for Childcare Providers 2013
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
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	Trustees are elected and appointed by other committee members at our AGM.

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	Halstead Nursery
Other name the charity uses	
Registered charity number	1197835
Charity's principal address	Halstead Nursery Otford Lane Halstead Sevenoaks Tn14 7ea

**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Michelle Hughes	Chair		
2	David Young	Treasurer		
3	Tracey McCartney			
4	Amanda Harvey			
5	Nicola Tobin			
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

**Corporate trustees – names of the directors at the date the report was approved**

<b>Director name</b>		

**Name of trustees holding title to property belonging to the charity**

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	

## Funds held as custodian trustees on behalf of others

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

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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#### Name of chief executive or names of senior staff members (Optional information)

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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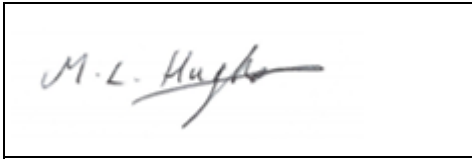
## Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>		TJ McCartney
<b>Full name(s)</b>	Michelle Hughes	Tracey McCartney
<b>Position (eg Secretary, Chair, etc)</b>	Chair	Trustee
<b>Date</b>	18/06/2025	



Charity Name Halstead Nursery	No (if any) 1197835
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CC16a

## Receipts and payments accounts

For the period from	Period start date 01-Sep-2023	To	Period end date 31-Aug-2024
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Fees	45	-	-	45	-
Uniforms	-	-	-	-	-
Government Funding	410	1,333	-	1,742	-
Fundraising	114	-	-	114	-
Misc.	207,575	186	-	207,761	-
Grants Received	-	-	-	-	-
Training	-	-	-	-	-
Collaboration	-	1,434	-	1,434	-
<b>Sub total (Gross income for AR)</b>	<b>208,143</b>	<b>2,953</b>	<b>-</b>	<b>211,096.02</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>208,143</b>	<b>2,953</b>	<b>-</b>	<b>211,096</b>	<b>-</b>

### A3 Payments

Staff costs	12,611	-	-	12,611	-
Pension costs	285	-	-	285	-
Accountancy fees	460	-	-	460	-
HMRC	1,244	-	-	1,244	-
Premises	704	-	-	704	-
Telephone	15	-	-	15	-
Refreshments - children	30	-	-	30	-
Refreshments - staff	-	-	-	-	-
Consumables	67	-	-	67	-
Clothing - staff & children	73	-	-	73	-
Repairs and equipment	18	-	-	18	-
Administration, Training cost	16	-	-	16	-
Insurance	-	-	-	-	-
Advertising, Website Design / Hosting	-	-	-	-	-
Outings	52	-	-	52	-
Petcare	-	-	-	-	-
EYPP	-	-	-	-	-
Collaboration	-	437	-	437	-
Miscellaneous	478	-	-	478	-
<b>Sub total</b>	<b>16,052</b>	<b>437</b>	<b>-</b>	<b>16,489</b>	<b>-</b>



**B5 Liabilities**

Details	Fund to which	Amount due	When due
		-	
		-	
		-	
		-	
		-	

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

Signature	Print Name	Date of approval



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Halstead Nursery (CIO)

**On accounts for the year  
ended**

31 August 2024

**Charity no  
(if any)**

1197835

**Set out on pages**

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2024.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below\*~~) in connection with the examination which gives me cause to believe that in, any material respect:

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

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

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

*Sabrina Little*

**Date:**

01/12/2024

**Name:**

Sabrina Little

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

MAAT Membership Number 10276909

**Address:**

12 Dorset Place

Faversham

ME13 8PP

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

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

**HALSTEAD NURSERY**

England & Wales - Charity number 1197835

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# Accounts

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## Trustees' Annual Report for the period

From 01/09/2022

Period start date To 31/08/2023

Period end date

Charity name: Halstead Nursery CIO

Charity registration number: 1197835

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The charity works for the public benefit having as its objects the development and education of children and young people in particular by:</p> <ol style="list-style-type: none"><li>(1) promoting their care and safety;</li><li>(2) promoting their education and promoting parental involvement;</li><li>(3) promoting their health and wellbeing;</li><li>(4) providing services to support them and their families and carers;</li><li>(5) providing services to individuals holding membership of the CIO; and</li><li>(6) furthering the aims of the Pre-school Learning Alliance.</li></ol>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the	Para 1.17 and 1.19	<p>This CIO, charity 1197835, was established to take over the operations of Halstead Nursery, currently trading as an</p>

accounts.		unincorporated charity 1022015, but has not yet received approval from Ofsted to provide nursery services. The CIO charity number 1197835 has not provided nursery services in the period ending 31 August 2023.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All trustees have had regard to the charity commission's guidance on public benefit.

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

### Achievements and Performance

	SORP reference	

<p>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.</p>	<p>Para 1.20</p>	<p>This CIO, charity 1197835, was established to take over the operations of Halstead Nursery, currently trading as an unincorporated charity 1022015, but has not yet received approval from Ofsted to provide nursery services. The CIO charity number 1197835 has not provided nursery services in the period ending 31 August 2023.</p>
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**Additional information (optional)**

You may choose to include further statements where relevant about:

<p>Achievements against objectives set</p>	<p>Para 1.41</p>	
<p>Performance of fundraising activities against objectives set</p>	<p>Para 1.41</p>	
<p>Investment performance against objectives</p>	<p>Para 1.41</p>	
<p>Other</p>		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The CIO had no transactions in the year as we are still waiting approval to operate as a nursery from Ofsted.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Not yet applicable
Amount of reserves held	Para 1.22	Not yet applicable
Reasons for holding zero reserves	Para 1.22	Not yet applicable
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Pre-school Learning Alliance CIO Constitution for Childcare Providers 2013
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>CIO</b>
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	Trustees are elected and appointed by other committee members at our AGM in October each year.

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	Halstead Nursery CIO
Other name the charity uses	Halstead Nursery
Registered charity number	<b>1197835</b>
Charity's principal address	Halstead Nursery C/O Halstead Community Primary School Otford Lane

	Halstead Sevenoaks TN14 7EA



## Funds held as custodian trustees on behalf of others

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

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

Tracey McCartney – Nursery Manager

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information


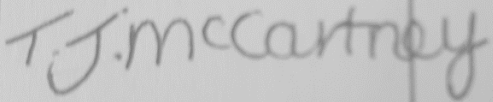
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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Michelle Hughes	Tracey McCartney
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Position (eg Secretary,  
Chair, etc)

Chair	Trustee
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Date

10 <sup>th</sup> May 2024
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CHARITY COMMISSION  
FOR ENGLAND AND WALES

Halstead Nursery (CIO)

**Receipts and payments accounts**

CC16a

For the period from	01-Sep-22	To	31-Aug-23
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**Section A Receipts and payments**

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<i>Sub total (Gross income for AR)</i>	-	-	-	-	-
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<i>Sub total</i>	-	-	-	-	-
<b>Total receipts</b>	-	-	-	-	-
<b>A3 Payments</b>					
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<i>Sub total</i>	-	-	-	-	-
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<i>Sub total</i>	-	-	-	-	-
<b>Total payments</b>	-	-	-	-	-
<i>Net of receipts/(payments)</i>	-	-	-	-	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	-	-	-	-	-

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>		-	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	-	-	-

(agree balances with receipts and payments account(s))

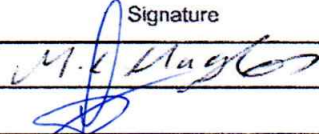

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

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

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	Michelle Hughes	24/05/2024
	DAVID YOUNG	24/05/2024

**HALSTEAD NURSERY**

England & Wales - Charity number 1197835

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# Accounts

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## Trustees' Annual Report for the period

From 01/09/2021 Period start date

To 31/08/2022 Period end date

Charity name: Halstead Nursery

Charity registration number: 1022015

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The aim of the charity is to enhance the development and education of children of preschool age by encouraging parents to understand and provide for the needs of their children through community groups and by:</p> <p>(a) offering appropriate play, education and care facilities, family learning and extended hours groups, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability;</p> <p>(b) encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas;</p> <p>(c) instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance.</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>We aim to provide a flexible and fully inclusive facility to our clients, and offer support and advice to all families in our small village community. The nursery operates Monday to Friday during term time, offering preschool education and care to children aged 2 to 5 years of age.</p> <p>We offer mentoring to teenagers from local schools through the work experience programme and also support apprenticeships.</p> <p>Fees are set to cover rent, running costs, staff wages and training. Other costs are covered by fundraising. Fundraising contributions are dedicated to providing resources and activities for the children.</p>

		<p>For example, providing at least one annual outing for both children and their families.</p> <p>We are highly regarded in the local community for having qualified and experienced staff who are able to provide support to families and children with special needs. Our manager is particularly skilled in this area and provides training for other professionals in the area.</p> <p>We have spaces for children on the 'free for two' programme and experienced staff work closely with these families. We also offer the 30 hours of free early entitlement for working families as well as 15 hours of entitled funding for all three year olds.</p> <p>The nursery takes part in many local community and school events, for example the Knockholt carnival.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All trustees have had regard to the charity commission's guidance on public benefit.

**Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

**Achievements and Performance**

	SORP reference	

<p>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.</p>	<p>Para 1.20</p>	<p>We provide preschool education and activities within the EYFS curriculum covering up to 36 children, some of which attend the nursery full time and others on a part time basis.</p> <p>We have two members of staff who have just completed their apprenticeships which means we now have 7 fully qualified members of staff.</p> <p>Our nursery manager is an EYPDPD (Early Years Professional Development Programme) tutor and is successfully mentoring other early years professionals.</p> <p>All staff have completed first aid training.</p> <p>The whole staff team have completed 'In the moment' planning training which will benefit the needs of all children in the nursery.</p>
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**Additional information (optional)**

You may choose to include further statements where relevant about:

<p>Achievements against objectives set</p>	<p>Para 1.41</p>	
<p>Performance of fundraising activities against objectives set</p>	<p>Para 1.41</p>	
<p>Investment performance against objectives</p>	<p>Para 1.41</p>	
<p>Other</p>		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	A review of our financial position was carried out at our most recent committee meeting.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The nurseries Reserve Policy was adopted in May 2012. The reserves has been reviewed by members of our committee. They are held to support the nursery to remain open if we should ever need it and to cover staff redundancy.
Amount of reserves held	Para 1.22	£40,000
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Pre-school Learning Alliance Model Pre-School Constitution 2011
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated Charity
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	Trustees are elected and appointed by other committee members at our AGM in October each year.

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	Halstead Nursery
Other name the charity uses	
Registered charity number	1022015
Charity's principal address	Halstead Nursery C/O Halstead Community Primary School Otford Lane Halstead Sevenoaks TN14 7EA

**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	Michelle Hughes	Chair Person		
2	Amanda Harvey	Secretary		
3	Deborah Edwards	Treasurer		
4	Nicola Tobin			
5	Gemma Kearley			
6	Lynsey Ward			
7	Emily Eno			
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

**Corporate trustees – names of the directors at the date the report was approved**

Director name		

**Name of trustees holding title to property belonging to the charity**

Trustee name	Dates acted if not for whole year	

**Funds held as custodian trustees on behalf of others**

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

**Additional information (optional)**

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address
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**Name of chief executive or names of senior staff members (Optional information)**

Tracey McCartney – Nursery Manager

**Exemptions from disclosure**

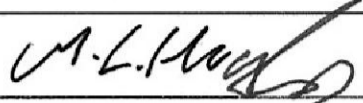
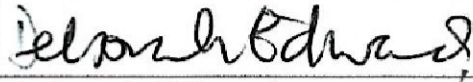
Reason for non-disclosure of key personnel details

**Other optional information**

## 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)	Michelle Hughes	Deborah Edwards
Position (eg Secretary, Chair, etc)	Chair Person	Treasurer
Date	13 <sup>th</sup> June 2023	



Charity Name Halstead Nursery	No (if any) 1022016	<b>CC16a</b>
<b>Receipts and payments accounts</b>		
For the period from	Period start date 01-Sep-2021	To
		Period end date 31-Aug-2022

**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 £
<b>A1 Receipts</b>					
Fees	29,719	-	-	29,719	25,249
Uniforms	-	-	-	-	2
Government Funding	59,283	2,087	-	61,370	78,613
Fundraising	642	-	-	642	634
Misc.	494	105	-	599	3,266
Grants Received		-	-	-	
Training	648	-	-	648	815
Collaboration	-	3,718	-	3,718	3,902
<b>Sub total (Gross income for AR)</b>	<b>90,786</b>	<b>5,910</b>	<b>-</b>	<b>96,696</b>	<b>112,481</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>90,786</b>	<b>5,910</b>	<b>-</b>	<b>96,696</b>	<b>112,481</b>
<b>A3 Payments</b>					
Staff costs	73,912	-	-	73,912	70,954
Pension costs		-	-		
	2,832	-	-	2,832	2,322
Accountancy fees	994	-	-	994	701
HMRC	4,917	-	-	4,917	4,690

Premises	3,681	-	-	3,681	14,422
Telephone	33	-	-	33	50
Refreshments - children	486	-	-	486	388
Refreshments - staff	44	-	-	44	45
Consumables	513	-	-	513	272
Clothing - staff & children	225	-	-	225	207
Repairs and equipment	1,327	-	-	1,327	1,628
Administration, Training cost	1,639	-	-	1,639	1,825
Insurance	798	-	-	798	784
Advertising, Website Design / Hosting	105	-	-	105	60
Outings	501	-	-	501	56
Petcare	-	-	-	-	26
EYPP	424	-	-	424	312
Collaboration	-	2,910	-	2,910	4,008
Miscellaneous	2,094	-	-	2,094	1,907
<b>Sub total</b>	<b>94,524</b>	<b>2,910</b>	<b>-</b>	<b>97,434</b>	<b>104,657</b>

<b>A4 Asset and investment purchases, (see table)</b>	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-

<b>Total payments</b>	<b>94,524</b>	<b>2,910</b>	<b>-</b>	<b>97,434</b>	<b>104,657</b>
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<b>Net of receipts/(payments)</b>	- 3,738	3,000	-	- 739	7,824
<b>A5 Transfers between funds</b>	3,523.00	- 3,523	-	-	-
<b>A6 Cash funds last year end</b>	187,069	3,735	-	190,804	182,980
<b>Cash funds this year end</b>	186,854	3,212	-	190,065	190,804

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Barclays current account	106,190	-	-
	Cash in hand	-	-	-
	Virgin savings account	43,875	40,000	-
	<b>Total cash funds</b>	<b>150,065</b>	<b>40,000</b>	<b>-</b>

(agree balances with receipts and payments account(s))

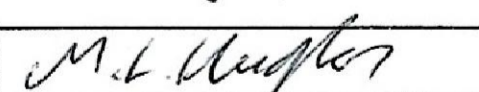
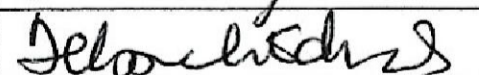
Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	-	-	-
	-	-	-

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

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

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>		-	
		-	

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

Signature	Print Name	Date of approval
	MICHELLE HUGHES	10/05/23
	DEBORAH EDWARDS	18/5/23