



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From September 2023 to September 2024

Charity name: Sandhurst Nursery School CIO

Charity registration number: 1205880

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To provide early years education for children below compulsory school age.
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	To follow Kent County Council statutory requirements and provide a nursery setting regulated by Ofsted to provide care and education for children in the local area.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Trustees are elected to provide a governing body to ensure all requirements are fulfilled. They have decided to convert to a CIO in order to secure the future of the nursery and current trustee arrangement. This has been agreed and set up formally by the Charity Commission, Ofsted and with advice and support from Kent County Council – The Education People.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	We provide fundraising events that can be accessed by all members of the community and stakeholders to raise money for resources and equipment to provide good quality childcare.
Policy on social investment including program related investment	Para 1.38	We receive contributions from Kent County Council and stakeholders to sustain the nursery.
Contribution made by volunteers	Para 1.38	Parents continue to contribute towards snacks and other small resources i.e. nappies and wipes, fruit and snacks.

Other		
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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>The nursery school manager has continued to work hard this year to increase the number of children attending the setting and the number of sessions children attend.</p> <p>The manager continues to use the procedure for collection of fees so that they are paid on time and by the end of every term.</p> <p>The nursery continually reviews its policies coupled with a conscious effort to keep spending in line with a budget this has further improved the financial stability of the nursery. The increased surplus has been spent on resources for both learning rooms and outdoors, baby room furniture and new toys.</p> <p>The nursery manager continues to attend collaboration meetings with other early years settings to bring new ideas and initiatives into the nursery and benchmark the nursery's procedures with those of other nurseries.</p> <p>The nursery continues to build on its positive relationship with parents of children at the setting using Tapestry software to share stories of children's successes.</p> <p>The fundraising committee have hosted a few events this year (Dressing up days, Uniform sale). These events continue to keep us at the heart of the village community and do not generate an income.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	

Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The nursery is funded by grants from Kent County Council and receives fees from parents for non-funded sessions. All funds from the current Sandhurst Nursery School and funding arrangements have been successfully transferred to the new Sandhurst Nursery CIO.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are held to maintain expenditure in-between grant payments from KCC.
Amount of reserves held	Para 1.22	Reserves held to meet ongoing commitments.
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	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	Kent County Council Parent fees Parental/community fundraising
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	The decision to convert to a CIO was made to ensure the current future of the nursery and current support from its trustees.
Other		

Structure, Governance and Management

Description of charity's trusts:		Constitution
Type of governing document (trust deed, royal charter)	Para 1.25	Trust
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	Elected by other Trustees and parents of the nursery children currently attending the nursery.

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	Sandhurst Nursery School CIO
Other name the charity uses	
Registered charity number	1205880
Charity's principal address	Sandhurst Nursery School CIO Rye Road Sandhurst Kent TN18 5JE

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)
2	Amanda Norman	Chairperson		Trustees
3	Louise Reeves	Trustee		Trustees
	Sophie Willard	Finance Treasurer		Trustees
5	Frances Holland	Secretary		Trustees
8	Hannah Baker	Manager		Trustees
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

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

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)		
Full name(s)	Amanda Norman	Sophie Willard
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	24 th July 2025	

SANDHURST NURSERY SCHOOL CIO

Charity No 1205880

ACCOUNTS

FOR THE YEAR ENDED

30 SEPTEMBER 2024

SANDHURST NURSERY SCHOOL

CONTENTS OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30TH SEPTEMBER 2024

- 1) STATEMENT OF FINANCIAL ACTIVITIES
- 2) BALANCE SHEET
- 3) NOTES TO THE FINANCIAL STATEMENTS
- 4) INDEPENDENT EXAMINER'S REPORT

SANDHURST NURSERY SCHOOL
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 SEPTEMBER 2024

	<u>Notes</u>	<u>Unrestricted</u> <u>Funds</u> <u>2024</u> £	<u>Unrestricted</u> <u>Funds</u> <u>2023</u> £
<u>Incoming Resources</u>			
Incoming Resources from generated funds			
Voluntary Income	2	-	-
Investment Income	3	-	-
Incoming resources from charitable activities	4	28,715	-
Total Incoming Resources		28,715	-
<u>Resources Expended</u>			
Costs of generating funds			
Charitable activities			
Education	5	22,424	-
Total resources expended		22,424	-
Net incoming / (outgoing) resources before transfers		6,290	0
Fund balances brought forward		-	0
Fund balances carried forward		6,290	0

The attached notes form part of these accounts.

SANDHURST NURSERY SCHOOL
BALANCE SHEET
AS AT 30 SEPTEMBER 2024

	Notes	<u>2024</u>	<u>2023</u>
Fixed Assets			
Tangible Fixed Assets	7	<u>£ -</u>	<u>£ -</u>
Current Assets			
Debtors and Prepayments		£ 2,467	£ -
Cash at Bank	8	£ 22,699	£ -
Cash in Hand		£ -	£ -
		<u>£ 25,166</u>	<u>£ -</u>
Current Liabilities			
Creditors and Provisions	9	£ 18,876	0
Net Current Assets		£ 6,290	0
<u>NET ASSETS</u>		<u>£ 6,290</u>	<u>0</u>
FUNDS			
Unrestricted Income Funds		<u>£ 6,290</u>	<u>£ -</u>

.....
Chairman

Date.....

For and on behalf of the Committee

SANDHURST NURSERY SCHOOL
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 30 SEPTEMBER 2024

1 Accounting Policies

General

These accounts have been prepared under the historical cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice on Accounting and Reporting by Charities 2005 and with the Charities Act 2011.

Depreciation

Depreciation is provided on furniture and equipment at 25% pa (straight line basis).

2 Voluntary Income

2024

2023

Grants and Donations

£ -

£ -

3 Investment Income

Bank deposit interest

£ -

£ -

4 Incoming resources from charitable activities

Education

Fees

£ 6,483

£ -

County Council Funding (KCC)

£ 22,232

£ -

Fundraising

£ -

£ -

Milk Rebates

£ -

£ -

Reimbursed expenses

£ -

£ -

Miscellaneous Income

£ -

£ -

Clothing Sales

£ -

£ -

£ 28,715

£ -

Total Income

£ 28,715

£ -

5 **Total resources expended**

Charitable activities

2024

2023

Staff Costs

Salaries & Pensions
Advertising
Training

£ 18,891
£ 100
£ - £ 18,991

£ -
£ -
£ - £ -

Premises Costs

Rent, Rates and Insurance
Utilities
Cleaning

£ -
£ 1,356
£ 90 £ 1,447

£ -
£ -
£ - £ -

Resources

Consumables
Resources purchased from fundraising
Uniforms

£ 69
£ -
£ - £ 69

£ -
£ -
£ - £ -

Administration Expenses

Postage and stationery
Professional Fees
Repairs
Support costs
Subscriptions
Telephone and internet
Gifts and donations
Outings, travel and entertainment
Refreshments and milk
Sundry expenses
Small items of equipment
Bank Charges and Misc Fees
Legal Fees
Depreciation of fixed assets
Bookkeeping

£ 18
£ 35
£ 419
£ 186
£ 65
£ -
£ -
£ -
£ -
£ 73
£ 451
£ -
£ -
£ -
£ 420 £ 1,667

£ -
£ -
£ -
£ -
£ -
£ -
£ -
£ -
£ -
£ -
£ -
£ -
£ - £ -

£ 22,174

£ -

6 **Support Costs**

Independent examiner's fee

£ 250

£ -

SANDHURST NURSERY SCHOOL
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 30 SEPTEMBER 2024 continued

7	Tangible Fixed Assets	<u>Building</u>	<u>Furniture &</u>	Total
		<u>Costs</u>	<u>Equipment</u>	
		£	£	£
	Cost			
	B/forward 1/10/23	£ -	£ -	£ -
	Additions	£ -	£ -	£ -
	Disposals	£ -	£ -	£ -
		<u>£ -</u>	<u>£ -</u>	<u>£ -</u>
	Depreciation			
	B/forward 1/10/23	£ -	£ -	£ -
	Charge for year	£ -	£ -	£ -
	Disposals	£ -	£ -	£ -
		<u>£ -</u>	<u>£ -</u>	<u>£ -</u>
	Net Book Value			
	At 30/9/24	£ -	£ -	£ -
	At 30/9/23	<u>£ -</u>	<u>£ -</u>	<u>£ -</u>
8	Cash at Bank	<u>2024</u>		<u>2023</u>
	Co-Operative Bank Current Account	£ 22,699	£ -	
	Co-Operative Bank Trustee Account	£ -	£ -	
	Co-Operative Bank Fundraising Account	£ -	£ -	
		<u>£ 22,699</u>	<u>£ -</u>	
9	Creditors			
	Accrued Expenses and Provisions	£ 100	£ -	
	Income received in advance	£ 17,505	£ -	
	PAYE and National Insurance	£ 1,121	£ -	
	Independent examiner's fee	£ 150	£ -	
		<u>£ 18,876</u>	<u>£ -</u>	
10	Staff Costs			
	Gross wages and salaries	£ 18,544	£ -	
	Employer's Pension contribution	£ 347	£ -	
	Employer's National Insurance	£ -	£ -	
	Training	£ -	£ -	
	Advertising	£ 100	£ -	
		<u>£ 18,991</u>	<u>£ -</u>	

Report to the trustees of SANDHURST NURSERY SCHOOL CIO Charity no. 1205880
On accounts for the year ended 30 September 2024 set out in parts 1, 2 and 3

Respective Responsibilities of Trustees and Examiner

As the Trustees of the Charity, 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 to me by the Charity commission under section 145(5)(b) of the Act.

My examination included a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

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

- Accounting records were not kept in accordance with section 130 of the Charities 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 to enable a proper understanding of the accounts to be reached.

KAREN MARR
Independent Examiner
29th July 2025

Woodland Enterprise Centre
Hastings Road
Flimwell
East Sussex
TN5 7PR

SANDHURST NURSERY SCHOOL CIO

Charity No 1205880

ACCOUNTS

FOR THE YEAR ENDED

30 SEPTEMBER 2024

SANDHURST NURSERY SCHOOL

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Chairman

Date.....

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SANDHURST NURSERY SCHOOL
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2	Voluntary Income	<u>2024</u>	<u>2023</u>
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Grants and Donations	£	-	£	-
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3 Investment Income

Bank deposit interest	£	-	£	-
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4 Incoming resources from charitable activities

Education

Fees	£	6,483	£	-
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County Council Funding (KCC)	£	22,232	£	-
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Fundraising	£	-	£	-
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Milk Rebates	£	-	£	-
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Reimbursed expenses	£	-	£	-
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Miscellaneous Income	£	-	£	-
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Clothing Sales	£	-	£	-
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£ 28,715	£ -
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Total Income	£ 28,715	£ -
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5 **Total resources expended**

Charitable activities

2024

2023

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Salaries & Pensions
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