

Trustees' Annual Report for the period

Period start date		Period end date	
Day 1	Month 08	Year 2021	Day 31
From		To	

Section A Reference and administration details

Charity name PUTTERIDGE COMMUNITY NURSERY

Other names charity is known by

Registered charity number (if any) 802817

Charity's principal address C/O PUTTERIDGE PRIMARY SCHOOL

PUTTERIDGE ROAD

LUTON

Postcode

LU2 8HJ

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	Clare Bowling	Chairperson		
2	Tereasa Delaney	Treasurer		
3	Michelle Sensoy	Secretary from 10/11/2021		
4	Katie McMullan	Committee member		
5	Jane Dixon	Committee member		
6	Siobhan Brown	Committee member	Resigned 10/11/2021	
7	Stewart Leary	Committee member	Joined 10/11/2021	
8	Biancha Bear	Committee member	Joined 10/11/2021	
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document

Pre-School Learning Alliance Constitution 2011

How the charity is constituted

Committee run

Trustee selection methods

Trustees voted on at Annual General Election

Additional governance issues (Optional information)

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

All members of staff follow all policies and procedures which are drawn up and reviewed yearly by the senior management team and discussed with the committee.

The trustees meet at least once a term to discuss all matters relating to the nursery and how it is run. They vote on any major changes within the setting.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To provide care and education for children aged 2-4 years and help prepare children for school.
To be an inclusive nursery where children with additional needs are supported to enable them to reach their full potential.

Ensuring all staff are qualified to the necessary level to meet the requirements of the Early Years Foundation Stage.

Following safer recruitment procedures when advertising for and taking on new staff.

Ensuring all staff are made aware of their safeguarding responsibilities at all times and that all clearance checks have taken place before employment commences.

The trustees are made aware of their responsibilities to make sure all staff adhere to the policies and procedures at all times.

Safeguarding and First Aid training is updated whenever necessary for all staff working directly with the children.

The trustees work with the nursery staff to organise fundraising events to boost funds at the nursery to allow for the purchase of any new toys/equipment that may be required.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

Despite the effects of the covid-19 lockdown, the nursery continues to be viable and has a healthy number of children attending.

We continue to be registered to accept 2 year funded children, as well as 15 hour funded children and some children split 30 hours funding between ourselves and another setting.

We regularly work with our families to check for eligibility for EYPP funding to provide additional resources where needed to help those children identified as receiving EYPP funding to make further progress.

The nursery was inspected by Ofsted in October 2022 and was judged to be 'Outstanding' in all areas.

Section E**Financial review**

Brief statement of the charity's policy on reserves

The nursery always aims to ensure we have sufficient funds to cover the staff wages for at least 3 months and to cover any unexpected maintenance costs.

Details of any funds materially in deficit

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The main source of funding is from the local authority for children aged 3-4 years old.

We also have a number of children who qualify for 2 year funding and EYPP funding.

All resources purchased reflect the current needs of all of the children to help them to progress in all areas of the Early Years Foundation Stage.

The nursery continues to allow families who qualify for 30 hours free funded hours to split these between the nursery and another setting.

The nursery continues to be auto-enrolled into the government's pension scheme and the increasing percentages mean a greater expense for the nursery in relation to pension costs.

Section F**Other optional information****Section G****Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)	<i>CP Kiley</i>	<i>RA Bardon</i>
Full name(s)	Clare Bowling	RAHEL BARDON
Position (eg Secretary, Chair, etc)	Chairperson	Treasurer
Date	<i>12/06/23</i>	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
PUTTERIDGE COMMUNITY NURSERY

CC16a
802817

Receipts and payments accounts

CC16a

For the period from	01/09/2021	To	31/08/2022
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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 £
A1 Receipts					
Funding (2, 3 & 4 year olds)	137,538	-	-	137,538	87,220
Fee income	32,087	-	-	32,087	37,491
Fund raising events	3,569	-	-	3,569	1,716
Grants	885	-	-	885	11,442
Uniform	475	-	-	475	566
Milk funding	271	-	-	271	268
Bank interest	16	-	-	16	4
	-	-	-	-	-
Sub total (Gross income for AR)	174,841	-	-	174,841	138,706
A2 Asset and investment sales, (see table).					
Purchase of uniform	723	-	-	723	312
	-	-	-	-	-
Sub total	723	-	-	723	312
Total receipts	174,118	-	-	174,118	138,393
A3 Payments					
Children's supplies / Activities	5,129	-	-	5,129	2,728
Groceries	1,820	-	-	1,820	1,704
Office Expenses	7,398	-	-	7,398	7,002
Professional Fees & Subscriptions	999	-	-	999	375
Refuse Collection	298	-	-	298	216
Rates	420	-	-	420	23
Repairs & Maintenance	1,133	-	-	1,133	2,810
Staff Costs	145,057	-	-	145,057	147,377
Utilities	2,615	-	-	2,615	2,246
	-	-	-	-	-
Sub total	164,868	-	-	164,868	164,780
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	164,868	-	-	164,868	164,780
Net of receipts/(payments)	9,249	-	-	9,249	26,387
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	55,846	-	-	55,846	62,233
Cash funds this year end	65,095	-	-	65,095	55,846

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 £	
B1 Cash funds	Cash at Bank (Main Account)	26,940	-	-	
	Cash at Bank (Deposit Account)	38,224	-	-	
		-	-	-	
	Total cash funds (agree balances with receipts and payments account(s))	65,164	-	-	Variance - 68

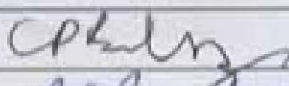

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
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 liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	PAYE liability		1,555	Sep-22
	Pension liability		390	Sep-22
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	CLARE BOWLING	22/06/23
	RACHEL BARDON	12/6/23



Section A

Independent Examiner's Report

Report to the trustees/
members of

Putteridge Community Nursery

On accounts for the year
ended

August 2022

Charity no
(if any)

802817

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

Responsibilities and
basis of report

As the charity trustees, you are responsible for the preparation of the accounts in accordance with 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

~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.~~

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,:

- the accounting records were not kept in accordance with section 130 of the 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.

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

Signed:

Date:

31.5.23

Name:

SANDRA KENNERFORD

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

Address:

2 SILVER WIND COVAGES.

LILLY.

VERTS. LILLY 8NL.

Section B

Disclosure

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 details of any items that the examiner wishes to disclose.

