

APPENDIX 3

OSCr

Office of the Scottish Charity Regulator

Independent examiner's report on the accounts

Report to the
trustees/members ofCharity name
Newcastle Early Learning NurseryRegistered charity
number
On the accounts of the
charity for the period

SC005983

Set out on pages

Period start date				Period end date		
Day	Month	Year	to	Day	Month	Year
01	08	2024		31	07	2025

(remember to include the page
numbers of additional sheets)Respective
responsibilities of
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of independent
examiner's statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes 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 seeks 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

In the course of my examination, no matter has come to my attention [~~other than that disclosed on the attached page*~~]

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
 - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations

have not been met, or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Date:

7/1/26

Name:

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

Address:

Fife Voluntary Action
Caledonia House
Pentland Park, Saltire Centre
GLENROTHES, Fife, KY6 2AL

Disclosure section

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

SC005983



Receipts and payments accounts							
For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	01	August	2024		31	July	2025

Section A Statement of receipts and payments

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total funds current period to nearest £	Total funds last period to nearest £
A1 Receipts						
Donations					-	
Legacies					-	
Grants	149,326				149,326	173,549
Receipts from fundraising activities	722				722	1,153
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities	3,087				3,087	4,897
					-	
A1 Sub total	153,135	-	-	-	153,135	179,599
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	153,135	-	-	-	153,135	179,599
A3 Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	167,696	3,282			170,978	164,790
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Other					-	
					-	
A3 Sub total	167,696	3,282	-	-	170,978	164,790
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
A4 Sub total	-	-	-	-	-	-
Total payments	167,696	3,282	-	-	170,978	164,790
Net receipts / (payments)	(14,560)	(3,282)	-	-	(17,843)	14,809
A5 Transfers to / (from) funds						
					-	
Surplus / (deficit) for year	(14,560)	(3,282)	-	-	(17,843)	14,809

Section B Statement of balances

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
B1 Cash funds	Cash and bank balances at start of year	109,111				109,111	94,300
	Surplus / (deficit) shown on receipts and payments account	(17,843)				(17,843)	14,809
						-	
						-	
	Cash and bank balances at end of year	91,268	-	-	-	91,268	109,109
	(Agree balances with receipts and payments account(s))	91,268	91,268				

Details	Fund to which asset belongs	Market valuation to nearest £	Last year to nearest £
B2 Investments			
	Total	-	-

Details	Fund to which asset belongs	Cost (if available) to nearest £	Current value (if available) to nearest £	Last year to nearest £
B3 Other assets				
	Total	-	-	-

Details	Fund to which liability relates	Amount due to nearest £	Last year to nearest £
B4 Liabilities			
	Total	-	-

Details	Fund to which liability relates	Amount due (estimate) to nearest £	Last year to nearest £
B5 Contingent liabilities			
	Total	-	-

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

Signature*

Print Name

Date of
approval

		05/11/25
		5/11/25

C1 Nature and purpose of funds (may be stated on analysis of funds worksheets)

Restricted funds of £12380 were awarded within financial year 23/24 from National Lottery Fund for a Bringing Generations Together project. For financial year 24/25 we have spent £3282.45 from our restricted funds on our Bringing Generations Together project. All other funds are unrestricted.

[illegible]

If no remuneration was paid during the period to any charity trustee or person connected to a trustee cross this box (otherwise complete section 3b)	x
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Authority under which paid	£

If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)	x
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	Number of trustees	£

[illegible]

SC005983

Additional analysis (2)

5 Breakdown of unrestricted funds

	Unrestricted fund 1 - enter name of fund below	Unrestricted fund 2 - enter name of fund below	Unrestricted fund 3 - enter name of fund below	Unrestricted fund 4 - enter name of fund below	Total unrestricted funds	Total unrestricted funds last period
Receipts						
Donations					-	
Legacies					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts					-	
buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
Sub total	-	-	-	-	-	-
					cross ref error	
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	-	-	-	-	-	-
					cross ref error	
Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities					-	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
					-	
Sub total	-	-	-	-	-	-
					cross ref error	
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	-	-	-	-	-	-
					cross ref error	
Net receipts / (payments)	-	-	-	-	-	-
Transfers to / (from) funds						
					-	
Surplus / (deficit) for year	-	-	-	-	-	-
					cross ref error	
Nature and purpose of funds						

Additional analysis (1)**Analysis of receipts and payments****1 Donations**

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
					-	
					-	
					-	
					-	
Total	-	-	-	-	-	-

2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £			Total current period to nearest £	Total last period to nearest £
Fife Council	149,326				149,326	161,169
					-	12,380
					-	
					-	
Total	149,326	-			149,326	173,549

3 Gross receipts from other charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Nursery fees	1,552				1,552	624
Petty cash (income)	1,500				1,500	773
Fundraising	722				722	
Refunds	35				35	
					-	
					-	
					-	
Total	3,809	-	-	-	3,809	1,397

reference error - - - reference error reference error

4 Payments relating directly to charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Staff costs	125,813				125,813	119,439
Running costs	12,962				12,962	2,203
Training	1,418				1,418	80
Insurance	659				659	634
Resources	6,805	2,069			8,875	21,240
Subscriptions	-				-	-
Snack/Carering	9,870				9,870	9,179
Sundries	5,806				5,806	5,537
Petty cash	1,500				1,500	3,800
Accounts and payroll (Governance)	2,863				2,863	2,678
Transport		1,213			1,213	
Total	167,696	3,282	-	-	170,978	164,790

reference error - - - reference error reference error

Additional analysis (3)

6 Breakdown of restricted funds

	Restricted fund 1 - enter name of fund below	Restricted fund 2 - enter name of fund below	Restricted fund 3 - enter name of fund below	Restricted fund 4 - enter name of fund below	Total restricted funds	Total restricted funds last period
Receipts						
Donations					-	
Legacies					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
Sub total	-	-	-	-	-	-
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	-	-	-	-	-	-
Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities					-	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Sub total	-	-	-	-	-	-
cross ref error						
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	-	-	-	-	-	-
cross ref error						
Net receipts / (payments)	-	-	-	-	-	-
Transfers to / (from) funds						
Surplus / (deficit) for year	-	-	-	-	-	-
cross ref error						
Nature and purpose of funds						



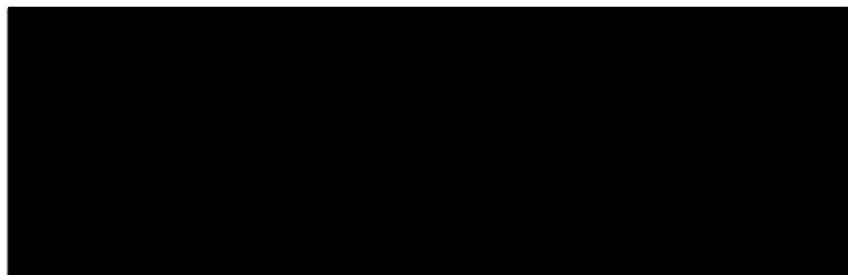
Newcastle Early Learning Nursery
Trustees' Annual Report
August 2024 to July 2025

Charity contact information



Newcastle Early Learning Nursery

Scottish Charity Number: SC005983



Telephone number: 07368296890

Email address:



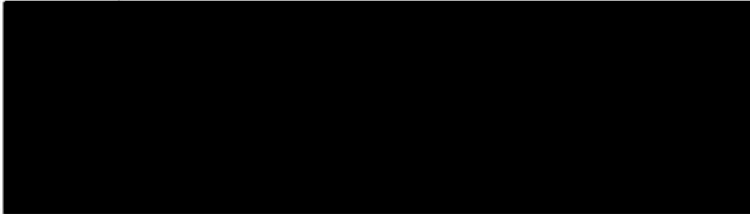
Website – N/A

Twitter / Facebook / Social Media profile name: Newcastle Nursery

Charity Trustees

Name all of your charity trustees for the period, and the date they left if they were not in post for the whole year

For period of April 2024 – July 2025



Objectives and activities

This charity was set up to allow the people of Newcastle to have access to Nursery tuition that was within their community to help maintain a close-knit community but also as a means of assisting parents to have trust and knowledge that their children would be cared for and provided with the pre-school education set out by the Scottish Government. As Newcastle is a self-contained area of Glenrothes that does not have a local authority run nursery, Newcastle nursery has provided a vital service for the children and parents within the community. This allows parents the opportunity to determine where their child is educated, and this is done without prejudice to everyone within the local community.

At Newcastle nursery we strive to continually improve the service provided. Staff are committed to professional development and together alongside stakeholders of the setting, we share the same vision and values that make up our nursery's aims:

- To provide a welcoming place for all our users and families, to build partnerships with parents and carers to tailor care and support for each individual child.
- To provide a safe and **nurturing** environment where the children are supported to build skills for life, promoting wellbeing, resilience, independence, and achievement.
- To provide an **inclusive**, stimulating environment, with high quality learning experiences where children are encouraged to lead their learning and develop their own interests.
- To allow freedom and choice within play experiences that are filled with learning opportunities, where the children can challenge themselves and their abilities to **achieve** their full potential.
- Have weekly forest sessions, exploring our local community and making sense of the world around us by enjoying real life experiences.

•Support each child to become:

- Confident individuals
- Responsible citizens
- Effective contributors
- Successful learners

Our Values

We have a clear understanding of our values at Newcastle Nursery.

Nurture – Providing a caring, settled, and stable environment where children feel their well-being is at the heart of the nursery and adults support their physical, mental health and emotional wellbeing through supportive and responsive approaches

Respect – promoting a culture of tolerance, inclusion, diversity, equality, fairness, and opportunity

Achieve – Together we recognise, support, and celebrate our learners' achievements and developments in nursery, at home and in the community through promoting their curiosity, investigation, discovery, and enquiring minds

Structure, governance and management

Type of governing document

Our governing document as a charity nursery is the Early Years Group Constitution, Early Years Scotland.

Trustee recruitment and appointment

A meeting with the detailed explanation of the roles and responsibilities of committee members was held to recruit new members to the committee. The meeting allowed parents to gain an understanding of what the roles and the responsibilities are within the committee.

Achievements and performance

August 2024 – start of Oct 2024 (Term 1)

Returning in August we had 15 children enrolled, which was lower numbers for us. It is projected that we will have lower numbers for the first 3 terms and then back to capacity come April 25.

The nursery team finalised the improvement plan which details their improvement priorities for the year ahead which became clear through their continuous self-evaluation throughout the year.

The nursery improvement priorities for the year ahead are:

- **PRIORITY 1:** Children's progress will be supported through increased family engagement, home learning and community partnerships.
- **PRIORITY 2:** Children will improve their problem solving, creativity and thinking skills through rich learning opportunities in STEM and digital technologies.
- **PRIORITY 3:** Children's progress within literacy will be promoted and supported through a range of universal and targeted experiences.

We continued with our 'bringing generations together' project with a local care home. This is funded by National Lottery Fund for the next 2 years. We created an activities calendar with planned, purposeful activities between the children and residents.
(See photos below of the activities calendar)

Bringing Generations Together

Newcastle Early Learning Nursery and Lonsdale Court Care Home are working closely together on a 'Bringing generations together' project.

We aim to bring people together in purposeful, mutually beneficial activities which promote greater understanding and respect between generations and contribute to more cohesive communities.

This project will enable us to:

- Support with creating opportunities for all generations to feel valued and part of their community
- Bring generations together and enhance learning and skill sharing across all age groups
- Increase understanding and sharing of experiences between generations
- Reduce loneliness and social isolation
- Reduce ageism
- Boost mental wellbeing and self-confidence

The National Lottery Fund is funding our project for the next 2 years to allow us to provide an array of resources and activities for both the children and residents.

Below is a table of activities for Term 3 - January 25 through to April 25

Date	Planned activity
Tuesday 14 th January (9.30am - 11.30am)	Nursery visiting residents Sensory themed - Health & wellbeing/Science - touch and feel boxes - sensory resources - songs
Tuesday 21 st January (9.30am - 11.30am)	Nursery visiting residents (15 in with 10/19 & 10/20) & Big garden birdwatch - report writing - bird watching - Science, Literacy & Numeracy - make bird feeders - make bird watching sheets - binoculars (cheat sheet, hole sheets etc)

Tuesday 28 th January (9.30am - 11.30am)	Nursery visiting residents Let's get moving themed - Health & wellbeing - parachute games - giant inflatable ball games - various physical equipment - bean bags, soft balls, cones etc
Tuesday 4 th February (9.30am - 11.30am)	Nursery visiting residents Puzzles & board games themed - Health & wellbeing & Numeracy - connect 4 - jigsaws - ping - snugs & sitting
Tuesday 11 th February (9.30am - 11.30am)	Big letter theme - Health & wellbeing/Science - make a bag full of letter name home games - various loose parts needed for this
Tuesday 18 th February (9.30am - 11.30am)	Nursery visiting residents Sensory themed - Health & wellbeing/Science - sensory play box - touch and feel boxes - sensory resources - songs
Tuesday 25 th February (9.30am - 11.30am)	Nursery visiting residents Let's get moving themed - Health & wellbeing - parachute games - giant inflatable ball games - various physical equipment - bean bags, soft balls, cones etc
Tuesday 4 th March (9.30am - 11.30am)	Nursery visiting residents Puzzles & board games themed - Health & wellbeing & Numeracy - connect 4 - jigsaws - ping - snugs & sitting
Tuesday 11 th March (9.30am - 11.30am)	Nursery visiting residents Sensory themed - Health & wellbeing/Science - sensory play box - touch and feel boxes - sensory resources - songs Nursery visiting residents
Tuesday 18 th March (9.30am - 11.30am)	Nursery visiting residents Musical therapy play therapy - After therapy games - 100 seconds to silence

Tuesday 25 th March (9.30am - 11.30am)	Nursery visiting residents Easter craft - Expressive arts/Health & wellbeing
Tuesday 1 st April (9.30am - 11.30am)	Nursery visiting residents Last visit before Easter holidays - song/mathematical instruments - Expressive arts/Health & wellbeing - making what we have achieved over the term with our bringing generations together project - Feedback review

All staff attended annual child protection refresher training, health and safety and fire safety training.

Oct 2024 – Dec 2024 (Term 2)

We kicked off term 2 with 16 children enrolled.

The nursery staff attended cued articulation training and have implemented cued articulation group times with the children within the nursery week.

There was some great use of the CIRCLE resource where staff reviewed the nursery using the Literacy Rich Environment Tool and created an action plan to ensure the nursery environment was inclusive.

Review and planning meetings are held termly for all staff, with reflection on the previous term and looking at goals set in term 1 and what's been achieved.

Staff attended various training courses such as food hygiene, digital technology, infection control and early maths.

Jan 2025 – April 2025 (Term 3)

We now have 17 children enrolled with numbers projected to pick back up in term 4.

We had our care inspectorate inspection week commencing 13th January, this was very positive, and we were graded the following:

- How good is our care, play and learning? 5 – Very Good
- How good is our setting? 5 – Very Good
- How good is our leadership? 6 – Excellent
- How good is our staff team? 5 – Very Good

We employed another EYP who works 7.5 hours per week to support with lunch time experiences.

The nursery participated in the local authority's sustainable rate survey to help with setting the sustainable rate that partner providers will receive from local authority for funded children as we move forward with rising costs.

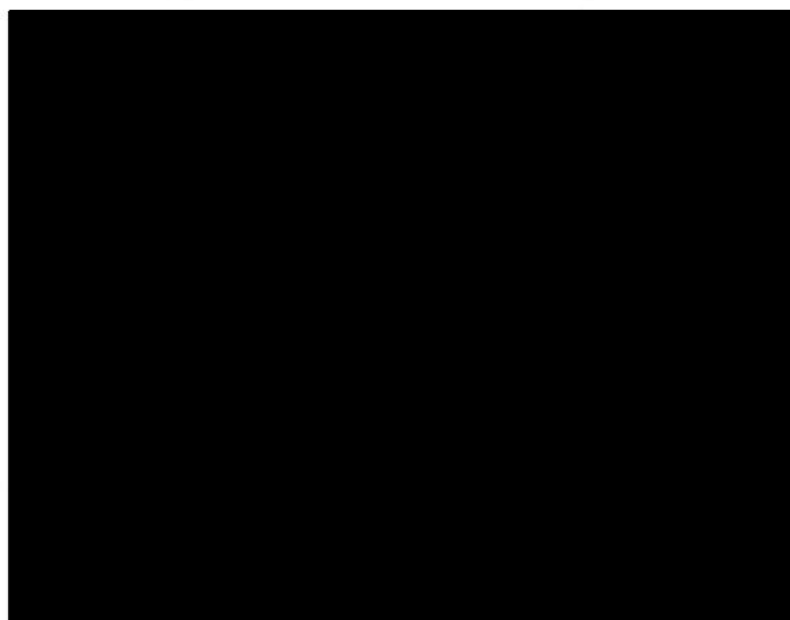
Committee meetings are held once per term, minutes for these meetings are stored within the nursery.

The manager meets with each staff member each term to discuss their key groups next steps in their learning.

The manager met with the headteacher of the school and created a transition programme for those moving on to P1.

The nursery team started the transitions for those moving on to Primary 1 with visits to the P1 environment, formal transitions to begin after the Easter break.

FareShare is going really well and supports with regular fundraising while also supporting families with the cost of living as well as helping the environment. Once a week (if there is food available) the nursery collects surplus food from local shops and sells these items to families at a suggested price of £1 for any 6 items.



Nursery staff developed a family learning shack in collaboration with the school we are attached to. It contains sections on the following themes:

- Home learning opportunities
- Lending library
- Parent wellbeing
- Food pantry

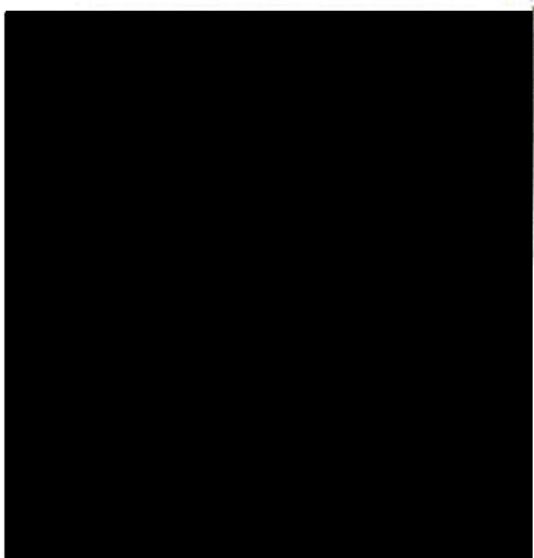
The family learning shack has been warmly received by families of both the school and nursery and some good feedback has been received.

May 2025 – July 2025 (Term 4)

We are now almost at capacity with 22 funded children and 1 non-funded.

Transitions for children moving on to Primary 1 were now in full swing with transition activities taking place every week.

The nursery worked closely with the local school and held a joint parent information and class visit for parents.



Two staff members leading on maths continued to attend Education Scotland's Supporting Early Mathematical Development series and they participated in the early numeracy showcase where they developed a PowerPoint presentation based on all numeracy related improvements we have made over the last few years and delivered this at a national level.

Stay and play sessions are happening once per term with a focus each time such as numeracy, literacy or health and wellbeing to support parents to understand the importance of learning through play.

Monthly Bookbug sessions have been taking place for the last while and have now been opened to the community to come along and explore early literacy with their children under 5 years old.

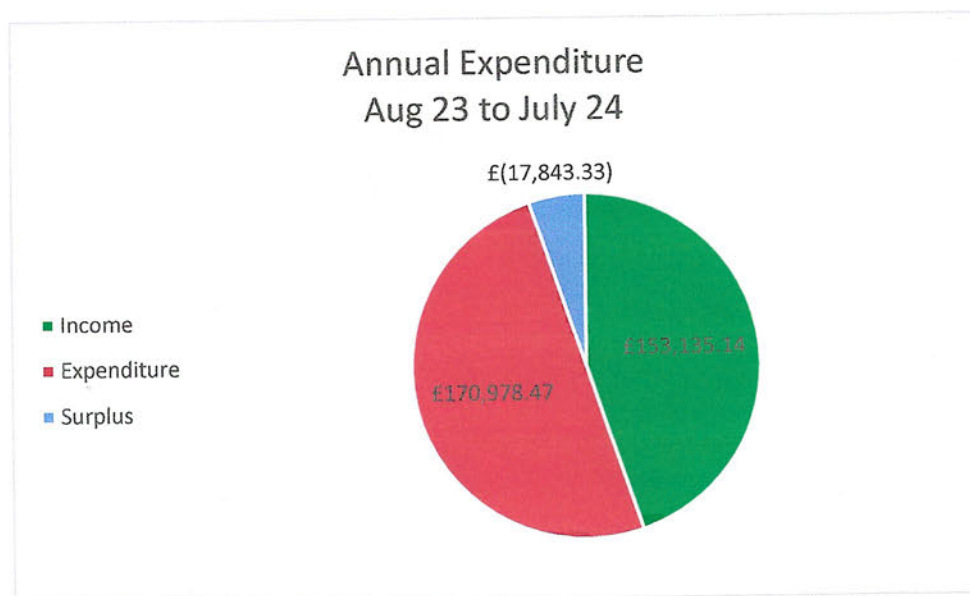
June saw the improvement plan being reviewed and a new one put together using all of the self-evaluation evidence from throughout the year.

We ended the term with an end of term party where we had a disco, bouncy castle, soft play, character meets, and party foods. All children and parents were invited along to celebrate a great year of nursery.

The nursery saw a total of 7 children move on to Primary 1. Our numbers are looking more positive going into August 2025 with a total

of 21 children, we have another intake in January and then again in April 26 which will take us back to full capacity of 24 children.

Financial review



This year we are showing as in a financial deficit of £17,843.33 due to our numbers being lower for the first 3 terms. In response to this, we have implemented stricter budget controls to ensure financial stability going forward. However, it is important to note that we remain in a strong position and not short of funds in the bank.

Looking ahead the projected intake of children for August 25 is strong and significantly more positive than previous forecasts. This increased intake is expected to strengthen our income position in the next financial year.

Statement of the charity's policy on reserves

It is important for Newcastle Early Learning Nursery to have an appropriate level of reserves in place for potential future expenditure. In addition to this, the proceeds of a fundraising campaign may need to be held in reserve until they can be appropriately used.

However, we recognise that as a charity, we need to balance this with our duty to spend our income on charitable activity to further the values, vision and aims of the nursery.

We have a clear Reserves policy in place, and the Committee carry out a regular assessment of the nursery's needs to determine the amount of reserves required.

The current level of reserves held as of July 2025, of £35,000, considers the following:

- 3 months running costs of the nursery.
- Any potential staff redundancy payments.

The reserve funds are held in the same bank account, but all committee members are aware of the amount of funds that are restricted.

The amount is regularly monitored by the committee to reflect any necessary changes to the required level of reserves.

Future plans

For the future, we wish to continue to provide a valuable resource to local community, upskill staff and help provide a safe and effective preschool environment that helps individual children to reach their full potential.

Additional information

Declaration

Signed on behalf of the charity trustees:

--	--

Print name

--	--

Designation

Chairperson

Date

5 th November 2025.

--	--

Print name

--	--

Designation

Treasurer

Date

5 th November 2025
