

Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	10	03	2018		09	03	2019

Section A Reference and administration details

Charity name

Coulsdon & District Day Nursery Fund

Other names charity is known by

Registered charity number (if any)

1160788

Charity's principal address

The Chantry, Cronks Hill, Reigate, Surrey

Postcode

RH2 7EQ

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	Shirley Matthew	Chair & Secretary		
2	John White	Treasurer		
3	Elaine Andrews			
4	Chris Wright			
5				
6				
7				
8				
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
(eg. trust deed, constitution)

CIO - FOUNDATION REGISTERED 09 MAR 2015

How the charity is constituted
(eg. trust, association, company)

Charitable Trust

Trustee selection methods
(eg. appointed by, elected by)

Board Approval

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.

Risks

The Trustees identified the following risks and mitigating actions:

- That as a result of the property being vacant since July 2017 there was a high risk of vandalism and deterioration of the building fabric. Empty property insurance was taken out to cover this period, the conditions of which were that the property was heated, alarmed and visited weekly. Our Managing Agent was instructed in April 2018 to either rent or, if that wasn't possible, to sell the property. This was not possible until then because a small part of the land was owned by the Council and wasn't transferred to the Charity until then. The managing Agent found a new tenant to start renting in May and completed the necessary due diligence.
- That significant work would be required to the building including roofing repairs or replacement, heating boiler upgrade/replacement and rebuilding the side extension.

Section C Objectives and activities

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

To spend rental income from the property owned by the Trust on equipment for the benefit of needy children and young people up to the age of 18 in the former urban district of Coulsdon and Purley as in 1953. Such equipment to enhance their wellbeing/education and to be available to educational establishments and/or individuals in need.

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)

The charity purchases equipment for individuals or organisations for the benefit of needy children and young people up to the age of 18 who reside in the former urban district of Coulsdon and Purley as in 1953. Payments are made to the supplier by the Charity upon receipt of a properly submitted invoice.

Needy cases are identified by contacting local educational establishments who make written requests for items of equipment that the Board then evaluates and approves. Submissions can only be made via educational establishments who are required to confirm in writing that the equipment is for the use of a child or young person up to the age of 18 who resides in the former urban district of Coulsdon and Purley as in 1953.

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.

The Board of Trustees are all volunteers and there are no other volunteers and no paid staff.

Summary of the main achievements of the charity during the year**Year Highlights****Transfer of Land**

The previous tenant illegally extended the nursery building onto land that they owned. The plot of land in question was transferred to the Trust against dilapidations in April 2018 using the Land Registry's process for transferring Title Deeds.

New Tenant

In May 2018 a new tenant took the property on a 15 year lease and runs a nursery school business from it. The property was vacant from July 2017 to May 2018.

The rental agreement entered into with the new tenant meant that they occupied the property rent free for the first 3 months of their tenancy.

Because of the resulting extended period of no rent coming in and the extra costs associated with renting the property the Trustees were unable to spend any money on needy children during the year.

Visits to Local Schools

2 Trustees visited local schools as a result of which received requests for equipment for needy children which were considered and put on hold.

Section E Financial review

Brief statement of the charity's policy on reserves

There was a recognition that there was a need to build up reserves to cover building costs but the immediate priority for 2019 – 2020 was to use funds for charitable purposes. Because the charity has no paid staff there is no need to hold reserves for redundancy payments in the event of wind up.

Details of any funds materially in deficit

None

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.

Our only source of funds is rental income from the property owned by the Trust.
Our expenditure comprises fees paid to our property managing agent.

Section F Other optional information

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Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Shirley Matthew	
Position (eg Secretary, Chair, etc)	Chair	
Date	2 February 2020	

Section G**Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)

Shirley Matthew

Full name(s)

SHIRLEY ANN MATTHEW

Position (eg Secretary, Chair,
etc)

CHAIR.

Date

2ND FEBRUARY 2020



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Coulston and District Day Nursery Fund

No (if any)
1160788

CC16a

Receipts and payments accounts

For the period from	Period start date 10/03/2019	To	Period end date 09/03/2020
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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					
Rent	36,949		-	36,949	15,994
Bank Interest	21		-	21	4
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	36,970	-	-	36,970	15,998
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	36,970	-	-	36,970	15,998
A3 Payments					
Insurance Premiums			-	-	858
Survey Fees for Property Valuation	-		-	-	3,000
Solicitor's Fee	-		-	-	5,986
Petty Cash	-		-	-	100
Building Maintenance	-	-	-	-	367
Trustee Expenses		-	-	-	
Project Funding	15,805	-	-	15,805	-
Management Fees	-	-	-	-	5,838
Sub total	15,805	-	-	15,805	16,149
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	15,805	-	-	15,805	16,149
Net of receipts/(payments)	21,165	-	-	21,165	- 151
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	13,844	-	-	13,844	13,995
Cash funds this year end	35,009	-	-	35,009	13,844

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 in Current Account	3,001		-
	Cash in Deposit Account	32,008		-
			-	-
	Total cash funds	35,009	-	-

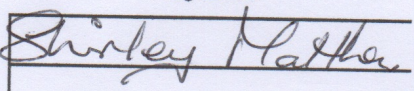
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
		-		-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

		Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets	Details			
	Freehold Property		675,000	-
			-	-
			-	-
			-	-
			-	-

		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	Details			
			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	SHIRLEY MATHER	2-10-2020