



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01	Month 09	Year 2020		Day 31	Month 08	Year 2021

Section A

Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

 Postcode

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	Guy Reynolds	Trustee		
2	Hannah Francis	Trustee		
3	Jenny Spence	Trustee		
4	Wendy Reeves	Trustee		
5	Sharren Jakobsen	Trustee		
6	Sarah Wentworth	Trustee	Appointed 7 October 2020	
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)

Constitution

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

Charitable incorporated organisation

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

The committee members are selected by the existing committee members.

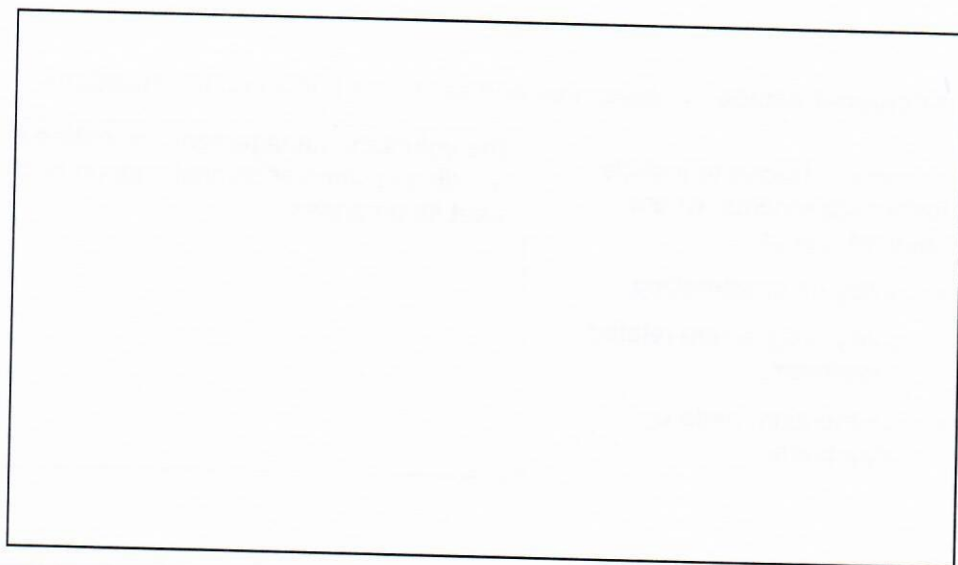
Additional governance issues (Optional information)

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

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them.



Section C

Objectives and activities

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

The purpose of the Charity is to enhance the development and education of children under school age in a parent involving community based group.

To provide an out of school service for children aged 2 – 11 years old for the children and their families in the community

The main activities of the Charity in relation to the purposes detailed above are met by offering the following:

- Breakfast club
- Early bird drop off
- Pre-school sessions
- Lunch club
- After school club
- Holiday club

The Trustees of the Charity discuss how the aims of the Charity are met at the Trustee meetings.

The Trustees of the Charity ensure that the guidance issued by the Charity Commission on public benefit is met by ensuring that the aims of the Charity are achieved by undertaking the following:

- In order to enhance the education and development of children under school age and to provide an out of school service for children aged 2 -11 the Charity is registered with OFSTED.
- There is an identifiable benefit for all children involved as they are provided with a safe, nurturing environment where the OFSTED framework is followed.
- The Charity provides the services to the community.

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.

The voluntary management committee is active at fund-raising and at standing in when additional support is required in order for the Charity to meet its purposes.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The Charity has met its aims during the year by providing a setting where the development and education of children under school age has been given by following the OFSTED framework together with the provision of an out of school service for children aged 2 – 11 years old .

Numerous children's social events and fundraising activities take place during the year and these include:

- A Christmas party
- A Nativity play and raffle
- A Christmas Fayre (in conjunction with the adjacent First School)
- An Easter Bonnet parade and raffle
- Summer outing with parents
- Leavers party
- Red Nose day
- World Book Day
- May Fayre
- Sports relief
- Sports day

Due to the impact of Covid and the limitations places on the Charity relating to social distancing, not all of the activities noted above were able to go ahead in the year under review.

Section E

Financial review

Brief statement of the charity's policy on reserves

Our reserves policy has been updated to state that a sum between £250,000 and £300,000 should be held in reserve in order to ensure that the costs in relation to fixed expenditure, redundancies and potential total rebuild costs are capable of being met.

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.
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Section F


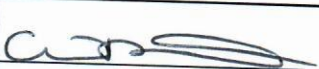
Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	GUY REYNOLDS	Wendy Reeves
Position (eg Secretary, Chair, etc)	CHAIR.	Treasurer
Date	27/06/22	





CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
St James Cottage Nursery

No (if any)
1167643

Receipts and payments accounts

For the period from	Period start date 01/09/2020	To	Period end date 31/08/2021
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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					
Fees	132,877	-	-	132,877	124,773
Grants	-	3,792	-	3,792	1,250
Fundraising & donations	404	-	-	404	1,482
Other	1,260	-	-	1,260	1,616
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	134,541	3,792	-	138,333	129,121
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	134,541	3,792	-	138,333	129,121
A3 Payments					
Wages & NI	90,396	3,000	-	93,396	75,534
Toys & Equipment	1,194	-	-	1,194	543
Utilities & Insurance	4,972	-	-	4,972	4,269
Maintenance & Cleaning	4,343	-	-	4,343	6,642
Stationery, Printing & Copying	1,680	-	-	1,680	2,531
Food costs	3,650	-	-	3,650	3,219
Payroll & Bank Charges	4,133	542	-	4,675	4,727
Other	892	-	-	892	708
	-	-	-	-	-
Sub total	111,258	3,542	-	114,800	98,174
A4 Asset and investment purchases, (see table)					
Property	5,385	-	-	5,385	26,526
Toy & Play equipment	-	-	-	-	499
Fixtures & Fittings	-	-	-	-	605
Sub total	5,385	-	-	5,385	27,630
Total payments	116,643	3,542	-	120,185	125,803
Net of receipts/(payments)	17,898	250	-	18,148	3,318
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	237,345	-	-	237,345	234,027
Cash funds this year end	255,243	250	-	255,493	237,345

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

Petty cash & Current Account
Reserves Account
Fundraiser Account
Investment Bonds

15,966
76,753
2,638
159,886
255,243

250
-
-
-
250

-
-
-
-
-

Total cash funds

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

Unrestricted funds to nearest £

Restricted funds to nearest £

Endowment funds to nearest £

B2 Other monetary assets

Details

-
-
-
-
-
-
-

-
-
-
-
-
-
-

-
-
-
-
-
-
-

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 asset belongs

Cost (optional)

-
-
-
-
-
-
-
-
-

Current value (optional)

-
-
-
-
-
-
-
-
-

B5 Liabilities

Details

Fund to which liability relates

Amount due (optional)

-
-
-
-
-
-

When due (optional)

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

Signature

Guy Reynolds
Coerdy Reeves

Print Name

GUY REYNOLDS
Coerdy Reeves

Date of approval

27/06/22
27/06/22

24/06/2022