CLYDE COTTAGE DAY NURSERY

REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 MARCH 2024

Charity Number: SC010470

CLYDE COTTAGE DAY NURSERY

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

CONTENTS	PAGE

CLYDE COTTAGE DAY NURSERY

LEGAL AND ADMINISTRATIVE INFORMATION

Charity Name:	Clyde Cottage Day Nursery
Principal Office Address:	St Muns School Pilot Street Dunoon PA23 8DB
Charity Registration Number:	SC010470
Trustees: (elected annually at the AGM)	[redacted]
Independent Examiners:	Henderson & Company 160 Argyll Street Dunoon PA23 7NA
Bankers:	Bank of Scotland 78 Argyll Street Dunoon PA23 7NH

CLYDE COTTAGE DAY NURSERY

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2024

The trustees present their report with the financial statements of the charity for the year ended 31 March 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

Objectives and aims
The main activities of the charity are the advancement of education by means of the provision of a quality Day Nursery service. This in turn should lead to the relief of those in need by reason of age, ill-health, disability, financial hardship or other disadvantage. We are actively working towards reducing inequality and closing the attainment gap by increasing attainment in literacy and numeracy, and improving outcomes for children and families, ensuring they have the tools and support to live their best lives – reducing poverty, ill health and inequality.

Significant activities

Apart from the ongoing provision of the Day Nursery, the following are some of the main achievements of the charity during the financial year now being reported on:

- Book bug sessions
- Follow up Care Inspectorate inspection over two days. Very positive experience with achieved grades of 4 across all areas inspected and met all areas for improvement
- '' 3 Read approach''.... A programme which looks at enhancing literacy – listening, communication and attention skills.
- School leavers trip to the Sea -life Centre
- Graduation for our school leavers
- Gardens upgrade
- BLAST sessions 6 week block to enhance literacy & listening skills
- Staff training: First Aid, Nurture training (OCTNE), UNCR rights of the child, PATHS training, Realising the Ambition, Circle Resource training, BLAST training, Bookbug training and many more.

Financial Review
Our main funding comes from fee income from parents and carers and from the local authority. This has varied in recent years due to the effects of the pandemic. In the year to 31 March 2024 the charity recorded a deficit of £84,129 which leaves it with total funds at 31 March 2024 of £72,976, of which £72,176 is unrestricted. The deficit was largely due to increased payroll costs which arose due to a combination of circumstances, and this will need to be monitored in future.

Governing document and Trustees
The charity is controlled by its governing document, a constitution. The trustees are appointed annually at the AGM.

Management and decision-making rests entirely with the Trustees, although relevant outside professional advice may be sought where beneficial.

Reserves Policy/

Reserves Policy
Our reserves policy is to aim to keep unrestricted reserves at any time of at least £40,000, which is the amount estimated to be required if there was a decision to close down the charity in an orderly manner and to honour any commitments if the charity was ever to cease its operations.

Thank you

Extract from [redacted] AGM report – 'I would like to thank all committee members for their continued support, time and hard work.
A special thanks to all members who are resigning tonight as their child leaves us to go to school. Your time and support have been very much appreciated. Thank you.
And a huge thank you to all staff – for their continued support, enthusiasm, dedication, hard work and commitment, you are Clyde Cottage!
Thank you and here's to another fun filled, exciting and challenging year ahead.'

Claudia Montgomery

Approved by the trustees and signed on their behalf by:

[redacted]

INDEPENDENT EXAMINERS' REPORT TO THE MEMBERS OF

CLYDE COTTAGE NURSERY

FOR THE YEAR ENDED 31 MARCH 2024

I report on the accounts of the charity for the year ended 31 March 2024, which are set out on pages 7 to 12.

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) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). 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 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 view given by the accounts.

Independent Examiner's Statement

In the course of my examination, no matter has come to my attention

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 8 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.

[redacted]

Chartered Accountant
Henderson & Company
160 Argyll Street
Dunoon
PA23 7NA

6 December 2024

CLYDE COTTAGE NURSERY

STATEMENT OF FINANCIAL ACTIVITIES
(including Income and Expenditure Account)

FOR THE YEAR ENDED 31 MARCH 2024

	Note	Unrestricted	Restricted	2024	2023
		£	£	£	£
Incoming Resources					
Incoming resources from generated funds					
Voluntary income	3	990	-	990	689
Activities for generating funds	4	-	-	-	-
Investment Income	5	65	-	65	19
Incoming resources from charitable activities	6	275,518	-	275,518	272,648
Total Incoming Resources		276,573	-	276,573	273,356
Resources Expended					
Costs of generating funds:					
Costs of activities for generating funds	7	4,759	-	4,759	4,970
Charitable activities	8	348,643	-	348,643	295,100
Governance costs	9	7,300	-	7,300	7,285
Total Resources Expended		360,702	-	360,702	307,355
Net incoming/(outgoing) resources before transfers		(84,129)	-	(84,129)	(33,999)
Transfers		-	-	-	-
Net Movement in Funds		(84,129)	-	(84,129)	(33,999)
Reconciliation of Funds					
Total Funds brought forward		156,305	800	157,105	191,104
Total funds carried forward	17,18	72,176	800	72,976	157,105

The statement of financial activities includes all gains and losses recognised in the year.

All incoming resources and resources expended derive from continuing activities.

CLYDE COTTAGE NURSERY

BALANCE SHEET AS AT 31 MARCH 2024

	Note		2024	*2023*
		£	£	*£*
Fixed Assets	13		1	*1*
Current Assets				
Stock	14	228		*493*
Debtors	15	157		*708*
Cash at bank and in hand		98,880		*176,779*
		99,265		*177,980*
Current Liabilities				
Creditors	16	26,290		*20,876*
Net Current Assets			72,975	*157,104*
Net Assets			72,976	*157,105*
Unrestricted Funds				
General Reserves	17		72,176	*156,305*
Restricted Funds	18		800	*800*
Total Funds			72,976	*157,105*

Approved by the Trustees and signed on their behalf

[redacted]

6 December 2024

CLYDE COTTAGE NURSERY

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

1. **ACCOUNTING POLICIES**

a) **Basis of Preparation**

The financial statements have been prepared under the historic cost convention and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective 1 January 2019, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). The principal accounting policies adopted in the preparation of the financial statements are set out below.

b) **Fund Accounting**

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

c) **Incoming Resources**

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income.

Investment income is included when receivable.

Incoming resources from charitable trading activities are accounted for when earned.

d) **Resources Expended**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered and is reported as part of the expenditure to which it relates:

Costs of generating funds comprise the costs associated with attracting voluntary income.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the independent examination fees and costs linked to the strategic management of the charity.

All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource.

e) **Tangible Fixed Assets and Depreciation**

Tangible fixed assets are capitalised, including any incidental expenses of acquisition. Assets costing below £200 are fully depreciated in the year of acquisition.

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

Fixtures, Fittings & Equipment - 20% to 33% on cost

2. **Legal Status**

The charity is a charitable unincorporated association; the purposes and administration arrangements are set out in the constitution.

3. Voluntary Income

	Unrestricted	Restricted	2024	*2023*
	£	£	£	*£*
Uniforms	924	-	924	*645*
Sundry income	66	-	66	*-*
Donations	-	-	-	*44*
	990	-	990	*689*

4 Activities for Generating Funds

	Unrestricted	Restricted	2024	*2023*
	£	£	£	*£*
Photos	-	-	-	*-*
Other fundraising activities	-	-	-	*-*
	-	-	-	*-*

5. Investment Income

	Unrestricted	Restricted	2024	*2023*
	£	£	£	*£*
Bank interest	65	-	65	*19*

6. Incoming Resources from Charitable Activities

	Unrestricted	Restricted	2024	*2023*
	£	£	£	*£*
Fees	73,151	-	73,151	*81,415*
Argyll & Bute Council fees	202,367	-	202,367	*184,838*
Argyll & Bute Council Grants	-	-	-	*6,395*
	275,518	-	275,518	*272,648*

7. Costs of Generating Funds

	Direct Costs	Support Costs	2024	*2023*
	£	£	£	*£*
Photos	-	-	-	*-*
Support Costs	-	4,759	4,759	*4,970*
	-	4,759	4,759	*4,970*

8 Resources Expended – Charitable Activities

	Direct Costs	Support Costs	2024	*2023*
	£	£	£	*£*
Provision of nursery	308,188	40,455	348,643	*295,100*

9. Resources Expended – Governance Costs

	Direct Costs	Support Costs	2024	*2023*
	£	£	£	*£*
Accountancy fees	4,920	-	4,920	*4,800*
Legal fees	-	-	-	*-*
Support costs	-	2,380	2,380	*2,485*
	4,920	2,380	7,300	*7,285*

10. Support Costs – Breakdown by Activity

	Generating Funds	Charitable Activity	Governance
	£	£	£
Wages	4,613	39,210	2,307
Posts, Stationery and Advertising	42	356	21
Bank charges	20	173	10
Sundry	84	716	42
	4,759	40,455	2,380

11. Staff Costs and Numbers

	2024	*2023*
	£	*£*
Salaries & Wages including Pension Payments	306,505	*252,286*
Social security Costs	17,665	*14,481*
	324,170	*266,767*

The average number of employees during the year, calculated on the basis of full-time equivalents was 16 (2023 - 14).

No employee received emoluments of more than £60,000.

12. Trustees' Remuneration and Related Party Transactions

No Trustees received any remuneration during the year. No expenses were reimbursed to Trustees.

No Trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year.

13. Fixed Assets

	Fixtures & Fittings	Equipment	Total
	£	£	£
Cost			
At 1 April 2023	5,023	11,606	16,629
Additions	-	-	-
Disposals	-	-	-
At 31 March 2024	5,023	11,606	16,629
Depreciation			
At 1 April 2023	5,022	11,606	16,628
On Disposals	-	-	-
Charge for the year	-	-	-
At 31 March 2024	5,022	11,606	16,628
Net Book Values			
At 31 March 2024	1	-	1
At 31 March 2023	1	-	1

14. Stock

	2024	*2023*
	£	*£*
Stock of Clothing, at cost	228	*493*

15. Debtors and Prepayments

	2024	*2023*
	£	*£*
Debtors	157	249
Prepayments	-	459
	157	708

16. Creditors: Amounts falling due within one year

	2024	*2023*
	£	*£*
Taxes and social security costs	3,769	*3,576*
Creditors, Accruals, Fees in Advance and Refunds Due	22,521	*17,300*
	26,290	*20,876*

17. Unrestricted Funds

	Balance at 01/04/23	Incoming Resources	Movements in Funds Expenditure (Gains)/Loss	Transfers	Balance at 31/03/24
	£	£	£	£	£
General Reserve	156,304	276,573	360,702	-	72,175
Designated Fixed Assets	1	-	-	-	1
	156,305	276,573	360,702	-	72,176

18. Restricted Funds

Forest Adventure Project	800	-	-	-	800
	800	-	-	-	800

19. Analysis of Net Assets between Funds

	Fixed Assets	Net Current Assets	Total
	£	£	£
Restricted funds	-	800	800
Unrestricted funds	1	72,174	72,175
	1	72,974	72,975

20. Control

The charity is controlled by the Trustees.