

**Acorn Under Fives (Birstall) Reg charity No 103095**

Highcliffe Primary School Community Centre, Greengate Lane, Birstall, Leicester LE4 3DL

Telephone: 0116 2672795

[www.acornunderfives.co.uk](http://www.acornunderfives.co.uk)

**Minutes of the Acorn Under Fives AGM held on 14<sup>th</sup> March 2025 at 1pm - in person meeting**

**Venue: Acorn Under Fives**

**Present:** Jackie, Tania, Debbie, Christine, Becky, Emma and Sarah Graham

**Apologies:** Miriam, Janet, Sarah, Hayley, Mary.

**Minutes of the previous meeting**

Minutes from previous meeting (AGM) on the 15<sup>th</sup> November were circulated prior to the meeting, reviewed and approved. Approved by Christine, 2<sup>nd</sup> by Debbie

**Chairperson report**

Would like to give a big thank you to the staff for their hard work over the past year. Also a thank you to the committee, Acorn can't exist without volunteers so your time is much appreciated.

1-2-1 meetings were all completed last Friday.

The price increase has gone down well with no complaints from parents.

**Treasurers Report**

No matters arising re funds generally.

JK – Judgement has been issued.

HS – Becky has handed debt letter directly to family, will follow up and proceed to issuing small claims if necessary.

**Pre-School Manager's report**

There are only a few spaces left for the summer term. There are 25 children leaving in September with 12 remaining.

Would like to give a thank you to staff for their hard work over the past year.

The Christmas party went well. The Christmas concert had to be performed in two sittings due to fire safety regulations and numbers of spectators.

First aid training is required by April, course is £735 for 12 people. Food safety has been completed recently, with safeguarding and manual handling completed last year.

There are two children with ASD, one of which needs referring. There are a few children with additional speech and language needs.

The national wage increase of 6.7% and knock on effect on national insurance and pension contributions will increase salary costs for next year.

The roof of the building is planning to be repaired during the May half term, and the building interior is to be repainted during the summer holidays.

The Easter bonnet parade is planned for Friday 11<sup>th</sup> April at 2pm.

### **Toddlers Leaders Report**

Toddler leader not present.

There has been a slight drop in numbers due to some children moving up to the preschool. After Easter the price will increase to £4 per session to help cover costs, including wage increase as mentioned above.

### **Voting**

Chair – Christine; voted by Jackie, 2<sup>nd</sup> by Debbie

Treasurer – Becky; voted by Christine, 2<sup>nd</sup> by Debbie

Secretary – Sarah Graham; voted by Christine, 2<sup>nd</sup> by Tania

### **Next meeting**

TBC – should only be planning of sports day to discuss before end of term.

**Meeting closed.**

**ACORN UNDER 5's  
HIGHCLIFFE PRIMARY SCHOOL  
GREENGATE LANE, BIRSTALL, LE4 3DL  
FINANCIAL ACCOUNTS  
FOR THE YEAR ENDED 31st MARCH 2025**

Anthony F Tomlinson  
Accountant  
10 Melba Way  
Birstall  
Leicester  
LE4 4GT

**ACORN UNDER 5's  
HIGHCLIFFE PRIMARY SCHOOL  
GREENGATE LANE, BIRSTALL, LEICESTER, LE4 3DL  
INCOME & EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31st MARCH 2025**

		<b>2025</b>		<b>2024</b>
	£	£	£	£
<b>INCOME</b>				
LCC Grants		<b>100340</b>		63761
Fees		<b>38063</b>		39707
Fundraising		<b>4707</b>		3559
Interest Received		<b>756</b>		607
		<hr/>		<hr/>
<b>TOTAL RECEIPTS</b>		<b>143866</b>		107634
Salaries	<b>92199</b>		83174	
Employer Pension Contributions	<b>3273</b>		2973	
Rent	<b>13896</b>		8077	
Equipment	<b>4814</b>		6685	
Consumables	<b>1186</b>		1530	
Telephone	<b>165</b>		50	
Repairs & Renewals	<b>0</b>		494	
Equipment Rentals	<b>193</b>		193	
Cleaning	<b>7</b>		18	
Website & IT	<b>360</b>		586	
Activities	<b>267</b>		695	
Subscriptions	<b>141</b>		85	
Advertising	<b>0</b>		39	
Small Claim Fees	<b>0</b>		35	
Accountancy	<b>4000</b>		3600	
Printing, Postage & Stationery	<b>258</b>		78	
Xmas Gratuities	<b>84</b>		40	
	<hr/>		<hr/>	
<b>TOTAL EXPENSES</b>		<b>120843</b>		108352
		<hr/>		<hr/>
<b>EXCESS OF INCOME OVER EXPENDITURE</b>		<b>23023</b>		(718)
		<hr/>		<hr/>

**ACORN UNDER 5's  
HIGHCLIFFE PRIMARY SCHOOL  
GREENGATE LANE, BIRSTALL, LEICESTER, LE4 3DL  
BALANCE SHEET as at 31st MARCH 2025**

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	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
<b>CURRENT ASSETS</b>		
Debtor - Vat Refund	<b>238</b>	175
Community Bank Account	<b>150057</b>	127853
Business Premium Bank Account	<b>51740</b>	50984
	<hr/>	<hr/>
<b>TOTAL ASSETS</b>	<b>202035</b>	179012
	<hr/>	<hr/>

Represented by :-

**ACCUMULATED FUND**

Opening Balance	<b>179012</b>	179730
Excess of Income over Expenditure	<b>23023</b>	(718)
	<hr/>	<hr/>
	<b>202035</b>	179012
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**ACCOUNTANT'S REPORT**

In accordance with instructions received, I have prepared, without carrying out an audit, the attached Accounts from the accounting records, and from information and explanations supplied.

*A.F. Tomlinson*

**A F TOMLINSON**

Accountant

30 May 2025

**ACORN UNDER 5's  
HIGHCLIFFE PRIMARY SCHOOL  
GREENGATE LANE, BIRSTALL, LEICESTER, LE4 3DL  
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