

## Minutes for Little Apples AGM

10th May 2022

- Committee – Joanne Whatley, Karen Totterdell, Sherri McAra, Kay Fox-Froude
- Apologies – Bridie Heslin & Alison McMahon
- **Chair's report – by Alison McMahon**

I have been the Little Apples Chair for more than 5 years and still enjoying my role very much. Once more I am looking forward to a successful year for Little Apples.

Throughout the year once again Little Apples and the staff team have stayed strong due to the COVID-19. They have followed government guidelines and opened where they could to provide such a fantastic child care setting for the children who attend Little Apples. It's so lovely to see them open fully once again. Little Apples numbers have increased which is fantastic to hear and have lots of children on their waiting list.

Throughout the year Little Apples has lost and gained new staff who are enjoying their roles at little apples.

Once again, I can't praise Jo and the Little Apples team enough for the support, dedication, hard work they show towards each other, the families and children who attend little Apples. Even though this year has been stressful at times due to COVID they still continued to provide a fantastic, educational and interesting learning environment for the children who attend. Also, for all the support you give to the vulnerable families who qualify for food vouchers which is such a benefit for those families over the holidays.

Sadly, this year the Christmas play had to be cancelled due to COVID restrictions which was so disappointing for everyone involved especially due to all the hard work and planning it had taken. The children loved the party entertainer CrazyM at their Christmas party which went ahead. The children also enjoyed their visit from Father Christmas.

Little Apples made a small profit in 2020/2021 which is fantastic especially after making a loss due to COVID. Thank you to everyone who have helped maintain the bank balances especially through the uncertain times. Over the year I have seen no reason to refuse any requests.

Little Apples have again continued to successfully advertise using posters and in local magazines to gain awareness thus maintaining their very important status in the local community. It's great to hear that numbers have increase.

I would like to say Thank you to all the committee members for all your support throughout the year you have shown for Little Apples. I would also like to thank Kerry Whiffin who is sadly stepping down from the committee for all your support.

Finally, once again I would like to say a very big Thank you and a well done to Jo and her amazing team. I am looking forward to seeing and hearing about future plans Little Apples have regarding fundraising events, trips for children and their Christmas play this year. Once



again, I am so pleased that Little Apples has remained a very important Pre-School to our local community.

- **Treasurer / Financial Controller report: by Karen Totterdell**

- BA £79,180.72    DA £28,317.37 (as of 9<sup>th</sup> May 2022 )

The income and expenditure for the year ended 31 August 2021 have now been finalised and show an income of £146,391.19 and a total expenditure of £144,552.18 resulting in a profit of £1839.01. In comparison, 2020 resulted in a loss of £17,012.58 and 2019 a profit of £1579.04.

Income for year ending 31 August 2021 was £146,391.19, considerably higher than the previous year (£119,743.13). This is mainly due to COVID, many parents decided not to send their children back to Little Apples during the pandemic, resulting in a large loss in fees, and a reduction in new children joining, as we have progressed through the pandemic and things have begun to return back to some kind of normality we have seen an increase in new children joining. Fundraising has always played an important role in assisting Little Apples, although this was limited due to COVID, we did make a profit of £248.28, again this is considerably higher than the previous year (£161.87).

Our total expenditure for the year was £144,552.18 this was much higher than the previous year (£136,755.71). Considering the impact of COVID, increases in NLW, Work Place Pension and running costs Little Apples expenditure has been kept as low as possible and closely monitored.

This current academic year has been phenomenal, our in take of children has increased rapidly and we have a lot of children staying on with us into next academic year. We have continued to keep expenditure low, and continued with reduced adult to child ratios to reduce staff costs. As a result, we are expecting to exceed a profit of £17k, which is fantastic. Our government funding rate increased, effective from April 2022, by 16 pence per hour for 3/4 year olds (last year it was 5 pence) and 20 pence for 2 year olds (last year it was 8 pence). In addition, EYPP has increased from 53 pence per hour to 60 pence and the DAF allowance is now £800, from £615. So, all positive increases.

The NLW increased, effective from April 2022 to £9.50 per hour, as a result an increase was applied to all staff members, due to our pay scales:

SEN £12.40  
Deputy £10.00  
Upper level 3 £9.70  
Level 3 £9.60  
Unqualified £9.50



Little Apples is a charity and therefore aims to be a not for profit organisation. This means that any underlying profit will go towards the reserves policy which will allow Little Apples to continue during a period of unforeseen difficulty, which can occur at any time.

- **Manager report – by Jo Whatley**

We have been very busy at Little Apples and experienced unprecedented demand with 61 children currently on role.

We also already have 61 children enrolled for next year. We have successfully recruited Charlotte and Stacey who are working out really well in the team and Charlotte has begun an apprenticeship to qualify as a level three early years educator.

All staff have completed up-to-date safeguarding training although Nadia and Stacey's first aid course has been postponed several times.

We currently have two children whose families are working with child services. We have two children with additional needs who receive additional funding and have another two receiving support at setting level who go to school this year. We have one child for whom we will be trying to obtain special-needs funding for next academic year who has been referred to the early years autism team.

We continued to see some challenging behaviour in some of the children and I have particularly noted an increase in biting incidents over the last year. We believe this is partly due to Covid and lockdown as children have not had the social interaction they would usually have enjoyed in their very early years.

We will be offering Sharon a post as a deputy manager to support Susan in her role given the large number of children enrolled at Little Apples.

I continue to volunteer as a trustee for the Village Hall committee and serve as their secretary. The Village Hall committee have arranged a grant to fund solar panels to be installed on the extension roof and are also exploring the refurbishment of the hall floor.

**(Overview of safeguarding presented to committee – information emailed out to all committee members).**

- **Fundraising update**

21/22 Total so far £235.18

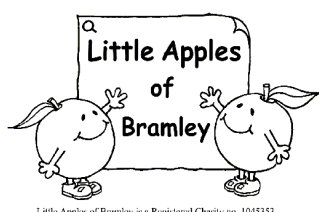
- £68.00 Xmas raffle
- £12.00 Xmas jumper day
- £111.00 Treasure Hunt
- £40.77 Amazon Smile
- £3.41 Collection box

Date of next meeting

TBC



Alison McMahon



## Income and Expenditure Account for the year ended 31 August 2021

### Income

Fees	21,509.12
EYE Grant	116,324.78
Uniform	328.60
Fundraising	337.42
Grants & Donations	7,888.45
Interest	2.82

### TOTAL

**£146,391.19**

### Expenditure

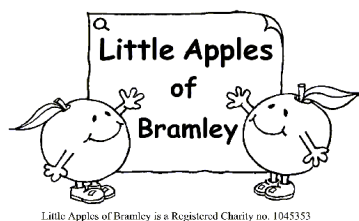
Staff Wages	96,744.65
Tax/NI	10,337.13
Pensions	6,015.68
Rent	13,517.65
Payroll fees	1,029.84
Fundraising	50.57
Equipment	3,067.89
Refreshments	1,817.22
Food Vouchers	1,695.00
Grants	200.00
Administration Expenses	2,204.07
Advertising	257.00
Gifts	196.34
Training	2,569.16
Parties/Outings	379.28
Uniform	771.67
Insurance & Annual Fees	1,474.61
Hosting	1,178.32
Website	65.00
Storage	468.23
Accounts	300.00
DBS Checks	138.33
Misc	74.54

### TOTAL

**£144,552.18**

**Excess of Income over Expenditure**

**£1,839.01**



### Current Account Balance

Excess of Income after Expenditure	£1,839.01
Opening Fund Balance	£47,720.58
Fees from previous year	£0.00
Cheques from previous year	-£72.50
Lunches 2021-22	£84.00
Closing Fund Balance as at 31 August 2021	<u>£49,571.09</u>

### Fund Balance

The current balance is made up as follows:

Santander (Current Account)	£21,217.51
Santander (Deposit Account)	£28,313.58
Petty Cash	£40.00
	<u>£49,571.09</u>

Signed:

\_\_\_\_\_  
Alison McMahon  
Chairperson

Signed:

\_\_\_\_\_  
Hana Royds  
Independent Examiner





CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

LITTLE APPLES OF BRAMLEY

On accounts for the year  
ended

31<sup>st</sup> AUGUST 2021

Charity no  
(if any)

104 5353

Set out on pages

(remember to include the page numbers of additional sheets)

Responsibilities and  
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2021

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

Hana Royds

Date:

20/2/2022

Name:

HANA ROYDS

Relevant professional  
qualification(s) or body

ICAEW

(if any):

Address:

13WORTH BARN, BULLSDOWN FARM  
BRAMLEY, TADLEY  
RG26 5AR

## Section B

### Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

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

\_\_\_\_\_