

Minutes for Little Apples AGM

2nd May 2023

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| <ul style="list-style-type: none">• Committee – Joanne Whatley, Karen Totterdell, Sherri McAra, Emma Williams. |
| <ul style="list-style-type: none">• Apologies – Bridie Heslin, Alison McMahon. |
| <ul style="list-style-type: none">• Chair's report - by Alison McMahon |

I am still the Little Apples Chair and have held this position for over 5 years of which I enjoy very much. Once more I am looking forward to an exciting and successful year for Little Apples

Jo and the Little Apples team have continued to support both each other and the children and their families who attend Little Apples. This amazing team have continued to provide a very high standard of care and dedication for the children in this fantastic Pre -School setting. The number of children attending Little Apples has increased and have a healthy waiting list which is fantastic news to hear.

Throughout the year Little Apples has had some staff changes and it is nice to hear the new staff who have joined this fantastic team are enjoying their new roles. Little Apples like all care settings are finding it a struggle to find qualified staff especially since COVID. People have left the care settings to work in e.g. retail setting where they can earn more money. Also, staff could apply for bursary's in the past which are no longer available which helped towards training costs etc.

The children and staff worked really hard for their nativity play which was a great success. The children loved their Christmas party and their visit from Father Christmas. The refreshments and raffle raised £86.45 The children are looking forward to their sports afternoon on 27th June and the leavers party on 13th July where CrazyM will be providing entertainment for them.

Over the year the team have provided a creative and fun environment encouraging the children to learn and explore topics such as Space, Harvest Festival, Chinese New Year, Valentines, and exploring pumpkins. They are currently learning about gardens, minibeasts and growing plants. They also have been watching and learning about the life cycle of a butterfly and are awaiting their caterpillars to turn into butterflies. Susan and Sharon have made a new mud kitchen for all to enjoy.

Little Apples have continued to help their vulnerable families. They received a small Hardship discretionary grant in March of £150.00 which was used to help some families and also provided food parcels.

There is an upcoming housing development due to start behind Little Apples. Jo is going to speak to the parish council or borough council regarding the upcoming housing development and the impact it will have on Little Apples. Jo will also raise concerns regarding construction project

noise, dust etc and how it will impact on Little Apples as it is so near to the playground.

Little Apples have fundraised where they can this year due to the current economic situation as they did not want families feeling pressured to contribute when their financial budgets are tight. Little Apples also set up a webpage www.smile.Amazon.co.uk as a named charity. When people use this site to buy gifts then a contribution is given to Little Apples.

Once again thank you and well done to everyone involved maintaining Little Apples bank balances especially during this current economic situation. I have once again have seen no reason to refuse any requests for this year.

Little Apples have remained a very important Pre-School in our local community which is reflected by increased numbers and a very healthy waiting list. Little Apples have continued to use the Bramley Magazine to gain awareness and give parents in our community information regarding this fantastic Pre - School.

Once again, I would like to say a very big thank you to all the committee members for all your support you have given Little Apples this year. To Jo and the fantastic team thank you and well done for all your hard work, dedication and support you give to everyone who attends Little Apples. I look forward to hearing about all the exciting things you will be doing in the upcoming year and am so pleased that Little Apples has continued to maintain its very important status in our local community.

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

o BA £112,677.57 SA £28,405.71 (as of 30th April 2023)

The income and expenditure for the year ended 31 August 2022 have now been finalised and show an income of £155,998.30 and a total expenditure of £139,086.49 resulting in a profit of £16,911.81. In comparison, 2021 resulted in a profit of £1839.01 and 2020 a loss of £17,012.58.

Income for year ending 31 August 2022 was £155,998.30, considerably higher than the previous year (£146,391.19). This is mainly due to an increase in children, we removed the cap of 42 children, and instead referred to our Statutory Guidance, which details how many children we can take per square footage. Fundraising has always played an important role in assisting Little Apples, we made a profit of £396.65, again this is considerably higher than the previous year (£248.28).

Our total expenditure for the year was £139,086.49 this was lower than the previous year (£144,552.18). Considering increases in NLW, Work Place Pension and running costs Little Apples expenditure has been kept as low as possible and closely monitored. Reducing the adult to child ratio

to keep staff costs down has assisted with this reduction in expenditure. In addition, where possible we included Jo in the ratio's, with her qualification we were able to amend the ratios, which reduced staff costs even further.

This current academic year has been phenomenal, our intake 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 £16k, which is fantastic. Our government funding rate increased, effective from April 2023, by 21 pence per hour for 3 / 4 year-olds (last year it was 16 pence) and 38 pence for 2 year olds (last year it was 20 pence). In addition, EYPP has increased from 60 pence per hour to 62 pence and the DAF allowance is now £828, from £800. So, all positive increases. In addition to this, we received a donation of £5,500.00 on 19th April 2023, from Bramley After School Club, their charity is closing and they must donate any remaining profits to other charities, and we were on their list. Jo has been discussing with the team, how we should use this money.

New hourly funding rates from 1st April 2023:

3 / 4 year olds £4.87
2 year olds £5.94

The NLW increased, effective from April 2023 to £10.42 per hour, as a result an increase was applied to all staff members, due to our pay scales:

SEN £13.32
Deputy £10.92
Upper level 3 £10.62
Level 3 £10.52
Unqualified £10.42

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**

At Little apples, We are currently full for this academic year with 70 children on roll.

As you can imagine this makes us very busy. This term we will be focusing on managing the transitions to school for the children that are leaving us. I had initial meeting with Bramley School last week, although we have a child going to Sherborne St John and another going to 4 lanes in Chineham, and one to Bishops Wood in Tadley.

We already have 48 children on the role for next academic year, so the numbers look very healthy. We have frequent enquiries for availability and other families have been booked to look round with a view to starting next academic year.

We have one child who is subject to a child protection plan and two further children who are currently in foster care. It is likely that they will be placed with an adoptive family in the next six months and so will be leaving us in July.

We have several children who are currently under paediatric care for some element of additional need. At least one of these will require an education, health and care plan which I will be preparing next academic year.

In the setting, we are working to improve the provision all the time. The garden has recently benefited from an improved mud kitchen created by the staff. We are also working on our provision for preparing the children for writing skills which includes a small group activity of “hand gym”. You may have seen our recent appeal for old handbags scarves costume jewellery and children’s shoes which we are using to improve the role-play opportunities.

Our new recruits, Rhona and Amelia, are settling in really well and Rhona has taken on the design of our “focused craft” each week. Carrie is leaving us in May to become an LSA at Great Binfields, which is a shame because she is a valuable member of the team, but we understand her wish to progress her career and wish her well. She is the leader of our Makaton provision so we are looking for training for other staff to take this on.

We are now in the window when an Ofsted inspection is due. Members of staff are undertaking an online workshop of an hour and a half to prepare for this and other training has also been undertaken on line, including the role of the key person and preparing children for writing.

For the first time, we believe we will have a child with deferred school entry staying with us next academic year, which will add a new challenge. I would like to thank you all for your on-going support, as well as Karen, whose help and hard work I could not do without.

- **Fundraising update**

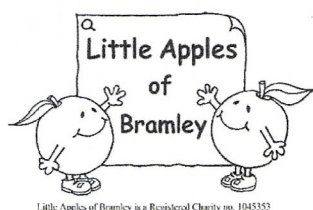
22/23 Total so far £541.09

- £86.45 Xmas raffle / donations
- £80.00 Sale of tricycle
- £40.64 Amazon Smile
- £334.00 Treasure Hunt

- **AOB**

Date of next meeting

TBC



Income and Expenditure Account for the year ended 31 August 2023

Income

Fees	35,309.12
EYE Grant	155,221.83
Uniform	279.00
Fundraising	947.93
Grants & Donations	5,500.00
Interest	139.87

TOTAL

£197,397.75

Expenditure

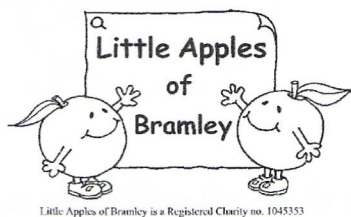
Staff Wages	122,348.64
Tax/NI	9,515.69
Pensions	6,584.76
Rent	14,033.36
Payroll fees	968.46
Fundraising	90.45
Equipment	5,081.50
Refreshments	1,459.50
Grants	159.82
Administration Expenses	1,498.89
Advertising	349.00
Gifts	171.46
Training	1,518.55
Parties/Outings	386.33
Uniform	624.34
Insurance & Annual Fees	1,297.42
Hosting	1,890.91
Storage	939.80
Accounts	300.00
DBS Checks	173.64
Misc	367.98

TOTAL

£169,760.50

Excess of Income over Expenditure

£27,637.25



Current Account Balance

Excess of Income after Expenditure	£27,637.25
Opening Fund Balance	£66,398.90
Fees from previous year	£0.00
Cheques from previous year	£0.00
Closing Fund Balance as at 31 August 2023	<u>£94,036.15</u>

Fund Balance

The current balance is made up as follows:

Santander (Current Account)	£65,531.76
Santander (Deposit Account)	£28,464.39
Petty Cash	£40.00
	<u>£94,036.15</u>

Signed:

Alison McMahon
Chairperson

Signed:

Hana Royds
Independent Examiner



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 AUGUST 2023

Charity no
(if any)

1045353

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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:

29/3/2024

Name:

HANA ROYDS

Relevant professional
qualification(s) or body
(if any):

ICAEW

Address:

1 BORTH BARN, BULSDOWN FARM
BRAMLEY, TADLEY
RG26 5AR

Only complete if the examiner needs to highlight 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.

