



Minutes for Little Apples AGM

3rd June 2025

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

Once again Little Apples have had a successful year, and I am looking forward to another exciting and successful year for Little Apples.

Over the past year Jo and her amazing staff have continued to support one another, children and their families, who attend Little Apples. This truly amazing team have as always provided a very high standard of care and dedication towards the children who attend this fantastic Preschool. It is great to hear there are opportunities for staff to develop and grow in their roles e.g. Room Leader promotions.

The children have been participating in educational and fun activities throughout the year such as learning "All about me", Nature, Autumn, Harvest Festival, VE Day celebrations and they are looking forward to Millers Ark visit and the Family Fun and Sports afternoon.

Little Apples received a fantastic discretionary grant this year of £90.00, which has supported 3 vulnerable children, with clothes / food parcel. Also, the Bramley Solar Panel Fund gave Little Apples an amazing £2500.00 allowing us to purchase 2 new plastic sheds.

Over the year there have been some staff changes, and I would like to say a huge welcome to all the new members of the Little Apples team, and it is lovely to hear you are settling in well.

The Nativity was fantastic to watch, and I would like to say a huge thank you to the team and children for their hard work. They also had a visit from Father Christmas and had their favourite entertainer CrazyM for the Christmas Party.

Once again, the bank balances have remained healthy, and I have not any reason to decline any requests.

Little Apples has raised the following this year through fundraising, which is fantastic.

Treasure Hunt over £600

Easter Raffle £158.00

Children's Photographer £120.23



Little Apples once again have remained a very important Preschool in our local community which is reflected by increased numbers and a very healthy waiting list. We continue to use the Bramley Magazine to raise awareness of this amazing Preschool.

Once again, I want to thank all the committee members for all the support you have given Little Apples this year. Also, to Jo and the team a very big and well deserved thank you for all your hard work, dedication and support you give to each other and everyone who attends Little Apples.

I am really looking forward to hearing about all the great things Little Apples will be doing next year and once again am so pleased that Little Apples remains to be a very important part of the Community.

- **Treasurer / Business Manager report**

- BA £129,345.07 SA £50,639.13 (as of 2nd June 2025)

The income and expenditure for the year ended 31 August 2024 have now been finalised and show an income of £281,178.50 and a total expenditure of £229,190.59 resulting in a profit of £51,987.91. In comparison, 2023 resulted in a profit of £27,637.25 and 2022 a profit of £16,911.81.

Income for year ending 31 August 2024 was £281,178.50, considerably higher than the previous year (£197,397.75). This outcome is partly attributed to the unexpected supplementary funding of £18,000, a £500 anonymous donation made through the Charity Aid Foundation, and a higher-than-expected number of children. Fundraising has always played an important role in assisting Little Apples, we made a profit of £761.76, slightly less than the previous year (£857.48).

Our total expenditure for the year was £229,190.59 this was higher than the previous year (£169,760.50). This due to the increase in children, requiring more staff to meet our ratios. Considering increases in NLW and running costs Little Apples expenditure has been kept as low as possible and closely monitored.

This academic year, we have welcomed a significant intake of children. I anticipate a profit of approximately £27,000, which includes our funding rate increase effective from 1st April 2025, as well as a one-off funding payment of £4,277.62 (DAF underspend) and an Expansion Grant payment of £3700. Our projected profit relies on income and expenditure remaining in line with our forecasts.



Hourly funding rates: Effective 1st April 2025

3 / 4 year olds £5.83 - 3.9% increase
2 year olds (Disadvantaged / working families) £7.88 - 0.9% increase
EYPP £1.00 per hour (2, 3 & 4 year olds) - 47.1% increase
DAF £938 per annum (2, 3 & 4 year olds) – 3.1% increase
SENIF £6.58 per hour - 9.7% increase

From September 2025 our hourly fee rates will increase to:

3 / 4 year olds £6.00 (increase of 20 pence)
2 year olds £6.50 (increase of 20 pence)
Lunch fee £2.50 per day (increase of 50 pence)

The NLW increased, effective from April 2025 to £12.21 per hour, as a result an increase was applied to all staff members, due to our pay scales.

Considering the financial growth observed in the past two years, we have increased our loss of revenue insurance to £350,000.00 effective 1 April 2025. Our insurance cover remains the same and more than meets the requirements of the EYE Funding terms and conditions:

Public Liability: £10,000.000
Employers Liability: £10,000.00
Professional Indemnity: £500,000

The annual return, trustees annual report and accounts for the financial period ending 31st August 2024, was submitted to the Charity Commission on 16th March 2025.

Little Apples is a charity and therefore aims to be a not-for-profit organisation. We have increased our Reserve Fund to £76,000.00, to assist with closure, or any unforeseen difficulty. This means that any underlying profit will be directed towards the Resource policy, which can then be utilised for various purposes such as replenishing old toys, exploring new development areas, increase staffing levels when necessary, and making general investments within the pre-school to uphold smooth operation and efficiency.

- **Manager report – by Jo Whatley**

At Little Apples, we are full for this term and so are currently not accepting any more children for this academic year. We have 79 children currently registered.



We have 30 children leaving us in July, 28 to attend Bramley school, 1 to attend a specialist provision and one leaving to be homeschooled. We have already met with the year R team from Bramley School to begin a transition program, with individual meetings arranged for those children with additional needs in July.

Two of the children who are leaving us this year have an EHCP and one child who is old enough to go to school has been agreed deferred entry until 2026.

We currently have three families working with Child services, of whom two have a Child protection plan. A further three children have closed to Child Services recently.

I currently anticipate applying for SENIF funding for one child in the next term and applying for an EHCP for up to 3 of our current children in the next year.

We already have 65 children on roll for next academic year, so the numbers are looking very healthy.

There have been a few staff changes in the last year. As planned, Nicola joined us in September. She is qualified to level three. We have recruited Rachel as a permanent member of staff. Although unqualified she has undertaken extensive training in her own time and is keen to pursue a career in early years. They are both settling in really well and enhance our team. We have also been joined by Darcey Totterdell on a fixed term contract for the last half of this term. She has previously expressed an interest in the field and is using this opportunity to increase her experience and understanding of the profession. Unfortunately, Cameron left us at half term to take up a LSA role at Bramley School.

Julie and Rhiannon begun their apprenticeships in September and are working towards their level three. Their assessor has commented on how strong they are as level three candidates. We also supported two students, one first year and one second year, from BCOT who are working towards their level three. Both of these girls attended Little Apples as young children.

We have created two new roles to support Sharon as room leaders and are currently preparing to interview applicants. This will be a great opportunity for staff to enhance their professional development and for our increased team to have more structure and a clear hierarchy.

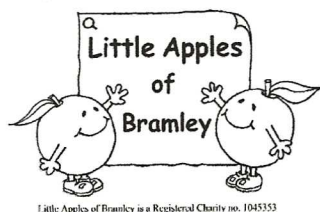
We have events planned for this last half of term, including a visit from Millers Ark farm, our family fun afternoon on the 1st of July and a leavers party with crazy M near the end of term.

I would like to thank everyone for their support as we get busier and our roles evolve. Particular thanks go to Karen. Without her support, the challenges of this role would often seem unsurmountable.



<ul style="list-style-type: none">• Fundraising update
24/25 Total so far £971.23
<ul style="list-style-type: none">• AOB: Bank signatories agreed. Constitution agreed and signed by Chair and Secretary.

Date of next meeting TBC



Income and Expenditure Account for the year ended 31 August 2025

Income

Fees	32,566.14
EYE Grant	275,861.74
Uniform	312.50
Fundraising	740.23
Grants & Donations	4,298.09
Interest	560.31

TOTAL

£314,339.01

Expenditure

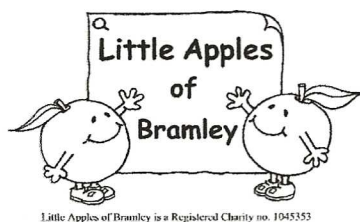
Staff Wages	200,767.61
Tax/NI	23,350.04
Pensions	12,306.07
Rent	14,982.90
Payroll fees	1,362.17
Equipment	17,659.39
Refreshments	3,627.68
Administration Expenses	2,133.63
Advertising	1,347.20
Gifts	331.50
Training	3,827.39
Parties/Outings	1,086.47
Uniform	1,050.48
Insurance & Annual Fees	1,933.95
Hosting	1,846.28
Storage	1,151.36
Accounts	400.00
DBS Checks	184.10
Maintenance	429.38
New sheds	2,434.00
Food parcels	590.44
Misc	512.22

TOTAL

£293,314.26

Excess of Income over Expenditure

£21,024.75



Current Account Balance

Excess of Income after Expenditure	£21,024.75
Opening Fund Balance	£146,024.06
Fees from previous year	£0.00
Cheques from previous year	£0.00
Closing Fund Balance as at 31 August 2025	<u>£167,048.81</u>

Fund Balance


The current balance is made up as follows:

Santander (Current Account)	£116,241.94
Santander (Deposit Account)	£50,766.87
Petty Cash	£40.00
	<u>£167,048.81</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 2025

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

Responsibilities and
basis of report

As the charity trustees, you are responsible for the preparation of the accounts in accordance with 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 (~~other than that disclosed below*~~) in connection with the examination which gives me cause to believe that in, any material respect,:

- the accounting records were not kept in accordance with section 130 of the 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:

11/1/2026

Name:

HANA ROYDS

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

ICAEW

Address: 1B WORTH BARN
BRAMLEY, TADLEY
RG26 5AR

Section B

Disclosure

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 details of any items that the examiner wishes to disclose.
