

<b>Meeting</b>	AGM 2025	
<b>Meeting Date</b>	3 <sup>rd</sup> July 202	7PM
<b>Meeting Location</b>	Alderton Village Hall	
<b>Attendees</b>	Ali Armishaw	Gaynor Kingston
	Andy Robertson	Cathie Bridges
	Andy Bridges	Sam Rowe
	Jack Rowe	Emma Reed
	3 members of the Acorns staff	

## Chair's Report for Alderton Acorns AGM 2025

### People

This year has seen continued progress and positivity at Alderton Acorns, thanks to the dedication of our brilliant team and supportive community. I'd like to start by acknowledging the excellent leadership shown by Katie Chandler, Preschool Manager, since taking over last year. She has been proactive, supportive, and committed, bringing clarity to roles and responsibilities and steadily reviewing and improving our processes and procedures. A big thank you to her for the energy and care she brings to the role, and to the whole team for their commitment and willingness to contribute above and beyond their contracted hours, whether supporting children or helping with fundraising. I introduced regular 1:1/management meetings this year, which have helped build strong communication between the team and the committee. Katie's appraisal has now been completed, with new objectives, some of which we will be cascaded to the team, following their appraisals in August 2025. We've also received very positive feedback from parents, and Katie has continued to keep families informed and involved through her monthly newsletters. One of the highlights this year was the outcome from the Inclusion visits from the Early Years Service. I was incredibly proud of the team being assessed as 'Embedded' across all five areas under review – the highest level available. This is a real credit to the quality of care and inclusive practice that runs through everything our team does. In that vein, I'd like to give special thanks to Sarah for the outstanding work she continues to do in supporting children with additional needs. Her commitment to SEN provision makes a real difference to our children and families and is an invaluable part of what makes Acorns so special.

I'd also like to recognise two other valued members of the team. Steph continues to show incredible flexibility, regularly adjusting her hours to meet the needs of the setting. Her dedication and passion for her role shines through, and we're very lucky to have her as part of the team. Camilla, despite having had to temporarily move away this year, has made a significant journey on a couple of occasions to help cover when we needed her most. We're so grateful for her commitment and look forward to having her closer again soon.

We are also delighted to welcome two parents who have stepped forward to join the committee, Sam and Jack Rowe, along with a member of the community, Emma Reed. Their involvement brings fresh energy and ideas as we plan for the future.

A heartfelt thank you also goes to Andy and Grace Robertson, who are stepping down from the committee this year. Their contribution has been truly instrumental – from managing/advising on safeguarding and payroll to cooking curries and serving drinks at our fundraising events. While we'll miss them in an official capacity, we're thrilled that they have offered to continue to support Acorns through fundraising wherever they can. I've also appreciated the support of Louise Canning, the Business Development Manager (now retired) at the Gloucester County Council, whose guidance and encouragement have been greatly valued.

### **Fundraising**

It's been another brilliant year for fundraising, and we've seen the community come together once again in amazing ways. Our biggest event – the Quiz and Curry Night – was a huge success, raising vital funds and benefiting from using an online booking and payment system which saved the committee a great deal of time and admin. We also provided food and refreshments at the Marrieds v Singles Football Match in December, and held our Alderton 5K fundraiser – all of which made important contributions to our income and community presence. Thank you to everyone who volunteered, donated, or attended these events – they really do make a difference.

### **Finance and Resources**

While our finances remain stable overall, we have faced some challenges this year, particularly in relation to outstanding invoices. In one case, we had to activate our debt collection policy and make a claim via our insurers. These incidents highlight the importance of clear and consistent financial processes, which we continue to monitor closely in collaboration with our Treasurer Gaynor and Secretary Cathie. Cathie will cover this in more detail in her report, in Gaynor's absence. On a positive note, we were able to utilise Disability Access Funding (DAF) to purchase new play equipment designed to support sensory learning. Not only has this had a positive impact on the child it was intended to support, but the whole group has benefitted from it – a lovely example of inclusive practice in action.

### **Looking Ahead**

Looking forward, we are cautiously optimistic. We've recently seen a rise in numbers, partly influenced by the positive changes seen within the preschool and possibly influenced by the unfortunate closure of nearby settings. While this presents opportunities, it also sharpens our focus on long-term sustainability. To this end, we are currently completing an Expression of Interest Form with PATA to explore the possibility of them running the Preschool in the future. (Should they choose to take us on!) This would offer greater stability for our staff and relieve committee members of operational responsibilities. A "Friends of Acorns" group could then continue to support the Preschool through fundraising and community engagement. Finally, we are all looking forward to the upcoming Preschool Graduation – a special moment to celebrate the children's time at Acorns. A big thank you in advance to Sarah and the team for what I know will be a joyful and memorable celebration for everyone.

Ali Armishaw

Chair, Alderton Acorns Preschool, Toddler and Baby Group

# Treasurer's Report (April 2024 – March 2025)

## Income Overview

For the financial year ending March 2025, our total income amounted to **£49,017.55** comprising the following:

- **Parent fees:** £10,455
- **Government funding (EYFE):** £26,296
- **Fundraising & donations:** £11,221  
*(including two Quiz & Curry events and the 5K Fun Run)*
- **DAF Grant:** £910
- **Other income:** £135  
*(including bank interest)*

## Expenditure

Total expenditure for the year stood at **£56,864**, broken down as follows:

- **Staff wages and pensions:** £43,822  
*(notably higher due to Statutory Maternity Pay)*
- **Rent and utilities:** £8,327
- **Admin, resources and supplies:** £1,645
- **Other:** £3,071  
*(including fundraising costs)*

## Current Financial Position

The accounts for Alderton Acorns 23/24 have been independently reviewed by Kaye Hunt, Accountant, who found no issues. A full copy of the examined accounts is available upon request. We are pleased that Kaye has kindly agreed to examine the 2024/25 accounts as well.

As of April 2025, our reserves in our savings account have been retained at over £6,500. This reserve is essential in managing cash flow and unexpected costs.

Taking into account we have over £5,600 credit waiting to be drawn down from our HMRC account), owing to the SMP that was paid to staff (to be received in the next financial year), we have ended the year with a overall deficit. Given the ongoing financial pressures, including lower enrolment numbers and rising operational costs, this result, while not ideal, was anticipated and remains within a manageable range.

To support the sustainability of the preschool, a modest increase in parent fees was introduced during the year. This decision was made with great care, reflecting the increased costs of delivering high-quality childcare. We remain committed to ongoing, responsible financial oversight and will continue to review our budget closely.

## Looking Ahead

Despite the challenges of the past year, Alderton Acorns remains in a stable financial position. With a strong waiting list for September and several positive steps already taken, we are optimistic about recovering this shortfall and moving towards greater financial stability in the year ahead.

A sincere thank you to our dedicated staff, supportive committee members, families, and the wider community, your continued involvement and encouragement are truly appreciated and remain central to our success.

**Cathie Bridges**

*on behalf of the Treasurer*

## **Play Leader/Manager Annual Report 2025**

### **Attendance and Enrolment**

We currently have 14 children enrolled with us and 2 on the list for September.

We have 4 children leaving us in July to start at primary school.

I also have 2 prospective parents to show around before the end of this term, we have 14 children registered for September so far.

### **Staffing and Professional Development**

I accepted my role as manager in April this year, the small journey I've had so far has been wonderful.

Alongside myself, we have Sarah who is a play assistant and also does the SENCo role. Steph works as a play assistant and we have Camilla who is bank staff and covers in session when needed.

Staff are continuing with their training and use Noodle now to do this, we also will be attending training days offered by PATA and Gloucestershire County Council.

### **Curriculum and Educational Activities**

We have been using our online platform 'Tapestry' to look at the children's development and to spot any gaps that the children have in different areas. When identifying these we plan such activities or 'special weeks' in order to ensure we are covering all areas of the EYFS.

We have also started to pre plan our adult led activities, again this ensures all areas are being met and the children are having the opportunity to learn lots of new things.

We recently had our first trip out to All Things Wild due to having to shut the setting for polling day in the village hall. This trip was a huge success, and the children and staff thoroughly enjoyed it, we are hoping to do this more often in the future.

### **Health and Safety**

I have recently met with Grace from the committee to start putting into place a much more detailed annual risk assessment, we have also been updating the mandatory policies and procedures for the setting too. There are no major incidents to report.

As a team we are always looking at ways to keep the children safe and recently I noticed the pirate ship in the garden was becoming fragile and a hazard, so we have removed this to ensure everyone's safety.

Myself and Grace have also had regular 1:1 meetings to discuss any safeguarding concerns.

### **Parent and Community Engagement**

I feel we have formed strong and secure relationships with our children and their families; parents will get regular updates and communication through tapestry and our secure WhatsApp group.

We have also been using the local facilities of the village and enjoy visiting the local shop often.

Acorns have fundraised through the 5k run and the Quiz and curry night which we all enjoyed, it's been great meeting all the local residents.

### **Achievements and Success Stories**

Since starting my role, I have seen huge successes in the children and also the staff. We have all worked together in making Acorns a safe and fun place to be.

The staff have been amazing, and I'd like to thank them for all their hard work they put in.

We shall continue to improve and be an environment where the children thrive and learn.

### **Upcoming Events and Plans**

We have the new term starting in September, this will be exciting for us as we have lots of new things planned such as trips out, outdoor learning will start again and hopefully we shall be working more closely with the local primary school.

We would like to continue our plan of improving the outdoor areas, we are hoping to make an outdoor mud kitchen and hopefully revamp our vegetable patch.

We are looking forward to September already!

I would just also like to say a huge thankyou to staff and committee for all their hard work they put into making Acorns such a special place, without you and the hard work we wouldn't be here today so

Thankyou to everyone.

Katie Chandler

Play Lead

Alderton Acorns Preschool

1.Receipts and Payments Account	2024/25				2023/24	
	Unrestricted funds		Restricted funds		Total funds	
INCOME	£	£	£	£	£	£
<b>Grants and Donations</b>						
Donations - general	300.00					60.00
Grant - DAF	910.00					
		1210.00		0.00	1210.00	60.00
<b>Trading Activities</b>						
Children's fees & nursery grants	36875.86					39119.47
Fund-raising event proceeds (see page 2)	10856.17					3566.07
Photo commission	0.00					20.00
		47732.03		0.00	47732.03	42705.54
<b>Investment Income</b>						
Bank interest		75.52		0.00	75.52	67.80
<b>TOTAL RECEIPTS</b>		<b>49017.55</b>		<b>0.00</b>	<b>49017.55</b>	<b>42833.34</b>
<b>EXPENDITURE</b>						
<b>Direct Charitable Expenditure</b>						
Rent	8326.50					7761.00
Staff payments	43822.27					38467.23
Insurance	486.63					0.00
Materials/Equipment	200.02					133.57
Workshops	140.00					520.00
Cleaning, refreshments and miscellaneous						229.33
		52975.42		0.00	52975.42	47111.13
<b>Other Expenditure</b>						
Fund-raising event costs (see page 2)	2315.10					20.00
Administration	757.49					411.25
Other expenses (see page 2)	816.35					260.00
		3888.94		0.00	3888.94	691.25
<b>TOTAL PAYMENTS</b>		<b>56864.36</b>		<b>0.00</b>	<b>56864.36</b>	<b>47802.38</b>
<b>Net receipts/(payments) for year</b>		<b>-7846.81</b>		<b>0.00</b>	<b>-7846.81</b>	<b>-4969.04</b>
Cash and Bank balances at 31st March 2024		15596.59		0.00	15596.59	20565.63
Cash and Bank balances at 31st March 2025		<b>7749.78</b>		<b>0.00</b>	<b>7749.78</b>	<b>15596.59</b>

**2.Statement of Assets and Liabilities**

**Monetary Assets**

Business Premium Account	6268.32	0.00	6268.32	7192.80
Current Account	1383.46	0.00	1383.46	8305.79
Cash	98.00	0.00	98.00	98.00
	<b>7749.78</b>	<b>0.00</b>	<b>7749.78</b>	<b>15596.59</b>

**Non monetary Assets**

Equipment held for functional use

Signed AD Amshaw

Chairperson

Signed Colin Bridges

Acting Treasurer & Trustee

Date of approval 26/01/26

**Other expenses**

	<b>2024/25</b>	<b>2023/24</b>
Course fees	130.00	10.00
PATA membership & contribution	75.00	0.00
Sundry expenses	401.35	81.00
Information Commissioner	35.00	35.00
Tapestry online journal	90.00	84.00
Ofsted registration	85.00	50.00
	<b><u>816.35</u></b>	<b><u>260.00</u></b>

**Fund-raising Events**

	<b>Proceeds</b>	<b>Costs</b>	<b>Net</b>
Quiz night 2024	2528.55	1015.71	1512.84
Quiz night 2025	3468.01	935.18	2532.83
Clothes sale	140.00	0.00	140.00
Treddington Teddies	156.44	0.00	156.44
Other	291.28	0.00	291.28
Charity Football	68.39	256.11	-187.72
5K Fun run	4203.50	108.10	4095.40
	<b><u>10856.17</u></b>	<b><u>2315.10</u></b>	<b><u>8541.07</u></b>

**Independent Examiner's Report  
to the Trustees  
of Alderton Acorns, Pre-school, Toddler and Baby Groups  
Charity no: 1052664**

I report on the accounts of the Group for the year ended 31 March 2025, which are set out on pages 1 and 2 attached.

**Respective responsibilities of trustees and examiner**

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 144 of the Charities Act 2011 (the Charities Act) does not apply.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- state whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as 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 opinion as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**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
  - α) to keep accounting records in accordance with section 130 of the Charities Act; and
  - β) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Charities Acthave 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.

Kaye Hunt.....

KAYE HUNT FCCA; CTA

24 January 2026