



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 1 st	Month October	Year 2019		Day 30th	Month September	Year 2020

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

 Postcode

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Rachael Hauxwell	Chairperson		
2	Gemma Carroll	Vice-Chairperson		
3	Susan Stanley	Secretary	Oct 2019 to Nov 2019	
4	Hannah Underwood	Treasurer		
5	Stevie Pickering	Acting Secretary		
6	Susan Bekisz	Member		
7	Crystal Lee	Member		
8	Rachel Woolley	Member		
9	Rebecca Merrills	Member	Oct 2019 to Nov 2019	
10	Kathryn Watson	Member	Oct 2019 to Nov 2019	
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
Helen Ruff	
Jessica Nicholson	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Elected by Committee

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

- Committee handbook updated and issued to new members.
- Follow guidance and advice from the Early Years Alliance and maintain membership to access specialist support and services.
- Accept support, guidance and advice from Local Authority via the Early Years Specialist Teacher to ensure Early Years Quality & Attainment standards are met.
- Regular inspection by Ofsted.
- Annual review of all policies and procedures undertaken to ensure any changes in legislation and best practice have been incorporated.
- Building trustees are appointed with particular focus on health and safety issues surrounding the premises (Portakabin unit).

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To enhance the development and education of children, primarily under statutory school age, by encouraging parents to understand and provide for the needs of the children through community groups.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

- Offer appropriate play, education and care facilities for children aged 2 to 5 from the local village and surrounding area.
- Offer opportunities for all children, regardless of race, culture, religion, means or ability and encourage the study of the needs of such children.
- Offer 15 hours of funded early years education for eligible 2, 3 and 4 year olds and up to 30 hours for 3 and 4 year olds whose parents meet the governments eligibility criteria.
- Endeavour to keep childcare fees affordable for children of all means to attend the pre-school until they become eligible for nursery education funding.
- Support families of children on our register with chronic medical conditions through offering flexible childcare around absences resulting from their illness.
- Support offered if a child is absent due to admission to hospital.
- Provide further support to children with Special Educational Needs where government funding has failed to completely meet the child's needs whilst attending the setting.
- Assist families struggling to meet fees on a case by case basis.
- Keep session places available (when financially viable) to accommodate looked after children at short notice.
- In carrying out our charitable purposes we comply with the duty to have due regard for the Charity Commission's public benefit guidance.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

- Offer placements to students studying for childcare qualifications from local colleges, enabling them to gain experience within an Early Years educational setting.
- The pre-school is managed by a committee of volunteer parents and guardians who contribute their time, skills and expertise to ensure the successful running of the setting and fulfilling duty to:
 - ensure resources are used exclusively to pursue Little Acorns charitable aims
 - ensure Little Acorns complies with its constitution
 - ensure the pre-schools' finances comply with relevant legislation
 - obey employment laws in fulfilling responsibilities to both staff and the Government

Summary of the main achievements of the charity during the year

- We held our annual Christmas fayre with the intention to raise funds to pay for the annual pre-school trip, which sadly could not go ahead due to the coronavirus lockdown.
- The enforced closure of all Early Years settings in March 2020 meant we could only remain open for the children of parents employed in keyworker roles critical to the Covid-19 response. We endeavoured to provide flexible childcare for those families on our register who met the government criteria. We then also opened to all children wishing to return from the 1st June 2020, when the government called for the wider re-opening of settings.
- The charity was able to provide much appreciated support to families by enabling staff to continue working, both in the setting on a rota system, and undertaking tasks at home. This included keeping in contact with their key children and developing activities utilising on-line platforms, including social media, to keep them engaged and interacting
- We endeavoured to provide play, education and childcare facilities to the 'Good' Ofsted standard achieved in our last inspection, despite the challenges faced within the community.
- All of our Pre-school Practitioners renewed their Paediatric First Aid qualifications during their summer break, each committed to completing this as soon as Covid-19 restrictions allowed.
- To aid transition as much as possible, we held several small graduation ceremonies for the children leaving us to go to primary school in July. These were outdoors, socially distanced and very much appreciated by our families.
- Pre-school Manager continues to attend on-line meetings and share best practice with other local education establishments through 'Early Attainment' and 'Networking' events.
- Two Pre-school Practitioners share the role of 'Language Lead' for the setting, identifying any children where additional support developing speech and language is needed. They are integral in targeting and securing extra specialised support available from the Local Authority and attend courses and termly meetings.
- Two members of staff are already qualified as Special Educational Needs & Disability (SEND) practitioners, one of whom successfully completed the Level 3 qualification to gain a deeper understanding and awareness of the issues faced by children with more complex needs.
- Continue to be involved and support local community groups:
 - We shared a Christmas Carol Service with St. Luke's C.E. Church in Shireoaks, especially tailored to meet the needs of pre-school age children. An invitation was extended to the whole community.

Section E Financial review

Brief statement of the charity's policy on reserves

In order to maintain financial stability the pre-school holds reserves at a level to cover any unforeseen circumstances that might arise. To ensure that our pre-school's core activity can continue we intend to build reserves for this purpose and also raise funds for specific planned projects.

Details of any funds materially in deficit

We continue to add reserves, when means permit, to our Building Replacement Fund.

Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Rachael Hauxwell

Susan Bekisz

Full name(s)

Rachael Hauxwell

Susan Bekisz

Position (eg Secretary, Chair, etc)

Chairperson

Committee Member

Date

22nd February 2021



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Little Acorns Shireoaks

No (if any)
1069794

Receipts and payments accounts

CC16a

For the period from	Period start date 01/10/2019	To	Period end date 30/09/2020
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Fees	22,627	-	-	22,627	36,276
Funding	122,065	-	-	122,065	64,865
Fundraising Events	557	-	-	557	1,026
Donations	-	-	-	-	-
Other income	2,644	-	-	2,644	1,249
Bank interest	1,413	-	-	1,413	1,433
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	149,306	-	-	149,306	104,848
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	149,306	-	-	149,306	104,848
A3 Payments					
Charitable activities	97,101	-	-	97,101	94,253
Transfer - set up new fixed rate saver	40,000	40,000	-	-	-
Transfer to savings account	10,000	10,000	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	147,101	50,000	-	97,101	94,253
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	147,101	50,000	-	97,101	94,253
Net of receipts/(payments)	2,205	50,000	-	52,205	10,595
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	69,833	80,000	-	149,833	139,238
Cash funds this year end	72,038	130,000	-	202,038	149,833

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Petty cash to nearest £
B1 Cash funds	Current Account	71,837	-	-
	Deposit Account	-	130,000	-
	Cash in Hand	201	-	-
	Total cash funds	72,038	130,000	-

(agree balances with receipts and payments account(s))

OK

OK

OK

Unrestricted
funds
to nearest £

Restricted
funds
to nearest £

Endowment
funds
to nearest £

B2 Other monetary assets

Details

	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

B3 Investment assets

Details

Fund to which
asset belongs

Cost (optional)

Current value
(optional)

		-	-
		-	-
		-	-
		-	-
		-	-

**B4 Assets retained for the
charity's own use**

Details

Fund to which
asset belongs

Cost (optional)

Current value
(optional)

Portakabin	Restricted	-	-
Outdoor structures & equipment	Restricted	-	-
Toys, books & play equipment	Restricted	-	-
Office, I.T. & audio visual equipment	Restricted	-	-
Internal furnishings, fixtures & fittings	Restricted	-	-
Tables, chairs & freestanding storage	Restricted	-	-
White goods	Restricted	-	-
		-	-
		-	-

B5 Liabilities

Details

Fund to which
liability relates

Amount due
(optional)

When due
(optional)

		-	
		-	
		-	
		-	
		-	

Signed by one or two trustees on
behalf of all the trustees

Signature

Print Name

Date of
approval

<i>Rachael Maxwell</i>	RACHAEL MAXWELL	22/03/21
<i>Susan Bekisz</i>	SUSAN BEKISZ	22/03/21