

Little Otters
Children's Centre

Marshgate Camelford Cornwall PL329YN

Tel: 01840 261593 e-mail: littleotterschildrenscentre@btinternet.com

Committee Annual Report 2021

The setting has made slow, steady progress throughout 2021 to recover from the Covid-19 pandemic. The pandemic had a real impact on the numbers of children attending the setting, reducing the income significantly. The centre has mainly relied on the income from Nursery funding as the number of younger, fee paying children attending dropped. The setting has kept its staff team small to reduce costs. Demand for childcare has slowly increased but not enough to warrant more staff.

I would like to take this opportunity to thank all the staff for their hard work and flexibility, which has enabled us to operate with a small team.

I would also like to thank the committee, especially those who have remained in place despite their children leaving the setting to start school in September 2020. Due to the Lockdown and the reduction in families using the centre, we were only able to recruit two new members last year. We are really thankful for all the support from our committee members and have been actively looking for new members to join this year.

This has been another challenging year for the setting, as it has been for many businesses and charities. The committee and staff team are working together to ensure Little Otters Children's Centre is able to continue offering low cost child care for our families in the local community.

Staffing

The staffing has remained the same team of 7 for the past 12 months.

A member of staff (Lily) left the team on the 7th June to take up more supply work for an agency prior to traveling to Australia for several months.

The staff team is now 6 members. All staff have increased their hours over the remainder of the Summer term.

The setting has continued to reduce its intake of children and we are currently offering 23 places per day (we are registered for 29 children). This reduction allows more space and reflects the reduction in staffing.

Children and funding

Prior to COVID-19 (February 2020) we had 39 children on role.

This reduced to 23 children in June 2020.

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Our numbers have remained low and by January 2022 we still only had 28 children on roll. We have had lower numbers in the pre-school room as it seems to be a smaller intake into reception in September.

We now have 40 children on role which has increased significantly in the past few months, mainly under 2's.

We have 16 children in receipt of 3 & 4 year old funding.

We have 6 children in receipt of 2 year old funding.

We have 8 children in receipt of 30 hour funding.

We currently have 5 children with Special Educational Needs and Disability (SEND). 2 of these children have an Education, Health and Care Plan (EHCP).

We currently have 6 children under the Speech and Language Therapy Service (SALT).

Update on policy changes Early Foundation Stage Statutory Framework 2021

All policies and procedures have been replaced following the introduction of the EYFS Statutory Framework in 2021. The setting has adapted the Early Years Alliance policies.

Fundraising report

We were chosen by the Cooperative Community Fund in October 2019 to be one of their named charities. This was a 12 month funding opportunity to raise funds to replace the heating. In total we received £2500.93 from the Community Fund. All heaters were replaced last year and the remaining money was put towards erecting a 3 metre container to the side of the building, doing the groundworks and fencing to this area to provide bin storage. The container means we can store outdoor equipment and begin extending our outdoor resources.

Vikki applied to Tesco Community Grants Scheme in September 2021 and we were successfully entered at Launceston Tesco from January-March 2022. The project was to purchase outdoor equipment and we came first! We have just ordered all the outdoor resources.

Vikki also applied to the cooperative Bank grant scheme at the end of 2021 and we have just been informed we were successful for our application detailing some SEN resources which we have now ordered.

Louise Carter organised an Easter raffle which was very successful raising £288.00. This money will be used to improve our outdoor areas, including the forest school and the free flow areas.

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Plans for the future

We obviously need to be aware of the impact on finances over the last 12 months and the higher utility bills/resources, so still need to be cautious regarding financial reserves. Our main aim is to enhance our outdoor areas to provide a stimulating play and learning environment. We would also like to replace the flooring in Pups Room so it is the same as Otters Room. The flooring in Otters Room is really easy to maintain and keep clean so extending this to Pups Room would be ideal. We will keep a look out for any future funding opportunities.

Independent examiner's report on the accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Section A

Independent Examiner's Report

Report to the trustees/
members of

LITTLE OTTERS CHILDREN'S CENTRE

On accounts for the year
ended

31/12/2021

Charity no
(if any)

1079898

Set out on pages

1 - 3

Respective
responsibilities of
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed. [The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [named body]]. Delete [] if not applicable.

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
- to state whether particular matters have come to my attention.

Basis of independent
examiner's statement

My examination was carried out in accordance with 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 presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given 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 connection with my examination, no matter has come to my attention (other than that disclosed below *)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have 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.

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

Signed:

Jennifer Daniel

Date:

10/08/22

Name:

JENNIFER DANIEL

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

Business Degree, banking qualification

Address:

TRENANCE, CRACKINGTON HAVEN
RUDE EX23 0 JQ

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.(E.g. accounting records have not been kept in accordance with s132 of the Charities' Act 2011 and those accounts do not comply with the requirements of the 2008 Regulations setting out the form and content of charity accounts; any material expenditure or action which appears not to be in accordance with the trusts of the charity; any failure to be provided with information and explanations by any past or present trustee, officer or employee; and any material consistency between the accounts and the trustees' annual report.)

Give here brief details of
any items that the
examiner wishes to
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Income	Jan 21	Feb 21	Mar 21	Apr 21	May 21	Jun 21	Jul 21	Aug 21	Sept 21	Oct 21	Nov 21	Dec 21	total
Fees	3661.13	2349.18	3858.14	2887.10	3231.38	3800.03	4028.44	3785.21	2936.00	3500.26	1682.15	1177.23	
C.C.C	8004.23	9469.00	409.45	17508.40	1311.00	19904.28		3979.44	12897.36	955.32	3547.16		
C.F	10834.68												
Donations											200.00	13.75	
Fundraise						20.00							
Grants													
Furlough													
Misc			500.00										
Total	22500.04	11818.18	4767.59	20395.50	4542.38	23724.31	4028.44	7764.65	15833.36	4455.32	5429.31	1190.98	126450.06
Expenses													
Payroll	76.80	38.40	38.40	160.80	40.80	40.80	40.80	40.80	40.80	40.80	40.80	40.80	
Pension	318.08	379.58	353.04	356.60	406.47	411.32	365.35	442.78	332.65	359.74	326.18	316.19	
Wages	7123.03	7646.40	7229.28	7343.58	8048.28	8011.50	7312.47	8161.58	7133.32	7358.57	6867.51	6871.92	
PAYE	681.24	957.98	1142.16	1070.35	1005.13	1011.93	755.28	1111.37	713.87	745.55	622.83	592.58	
Groceries	100.64	54.98	111.42	95.52	77.28	84.43	100.17	82.09	124.34	79.80	68.21	82.55	
Hygiene		183.64	29.93	143.74	119.87		68.93			247.07	79.18		
Resources	149.07	182.19	278.92	28.98	880.57	62.34	237.33	96.25	72.61	413.34	106.01	147.24	
Buildings	101.74	294.01	339.00	270.91	326.21	232.17	647.37	3671.77	370.00	691.41	1551.62	140.00	
Insurance	236.64	236.64	236.64			262.34	262.34	262.34	262.34	262.34	262.34	262.34	
Stationary	188.25	93.91		192.88	47.52			149.62			69.56		
Phone/Int	94.93	47.41	54.39	43.85		53.51	45.52	53.23	51.81	49.73	64.62	96.26	
Training						60.00	90.00	30.00			90.00		
Electric	140.00	140.00	140.00	233.28	233.28	233.28	233.28	233.28	233.28	233.28		90.00	
Water	104.70		76.04			100.11						91.91	
Reg Fees	129.60							8.10	220.00			109.25	
Counc Tax							50.31						
Debt coll		110.00											
Staff Exp	200.40	330.41								13.00	390.00		
Other												5.00	
Total	9645.12	10695.55	10029.22	9940.49	11185.41	10563.73	10209.15	14343.21	9555.02	10494.63	10538.86	8845.04	126046.43
Profit/loss	12854.92	1122.63	5261.63	10455.01	6643.03	13160.58	6180.71	6578.56	6278.34	6039.31	5109.55	7655.06	403.63

Independent examiner's report on the accounts



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Date:

10/08/22

Name:

JENNIFER DANIEL

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qualification(s) or body
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Address:

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