

**Little Otters**  
**Children's Centre**

**Marshgate Camelford Cornwall PL329YN**

**Tel: 01840 261593 e-mail: [littleotterschildrenscentre@btinternet.com](mailto:littleotterschildrenscentre@btinternet.com)**

**Committee Annual Report 2022**

The setting has had a busy year with the numbers of children rising towards the Summer Term of 2022 and remaining busy in September, despite losing our school leavers.

The setting was at full capacity by January 2023, which has never happened before. We started a waiting list for places and strived to accommodate parent's needs, although this was not always possible.

We have remained a smaller staff team and reduced the amount of places available, as this seems to work for us financially and allows more space for the children to play.

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 for their support over the last 12 months. We would not be able to operate without the commitment from our parent/carers volunteers. We will once again welcome new members to join our committee and look forward to another prosperous year ahead.

**Staffing**

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

Billy Couch (Deputy Manager) started maternity leave at the beginning of June this year and gave birth to a beautiful baby boy on the 8<sup>th</sup> June.

Nikki Furse (Relief Deputy) took on the Deputy Manager role while Billy is on maternity leave. Alisha Holmes took on the Relief Deputy role.

Louise Carter will be leaving at the end of the Summer term to start a new enterprise in Dog Grooming. We wish Louise all the best in her new career.

Lucas Finnerty joined the team on the 3<sup>rd</sup> July as a Level 2 apprentice. Lucas came to the setting 12 months ago on work experience and enjoyed it so much he has embarked on an apprenticeship with the setting.

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**

We currently have 38 children on role.

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

**Little Otters  
Children's Centre**

**Marshgate Camelford Cornwall PL329YN**

**Tel: 01840 261593 e-mail: [littleotterschildrenscentre@btinternet.com](mailto:littleotterschildrenscentre@btinternet.com)**

We have 13 children in receipt of 30 hour funding.

We currently have 4 children with Special Educational Needs and Disability (SEND). 1 of these children has an Education, Health and Care Plan (EHCP).

One child is awaiting the outcome of an EHCP.

We are in the process of requesting an EHCP for one child.

We currently have 5 children under the Speech and Language Therapy Service (SALT).

**Fundraising report**

The staff team organised a sponsored sports day event which raised £670.00.

We had to use fundraising money to replace the rear fence and gate at the setting as it was blown down in the extreme winds. This cost a total of £680.00.

We held a Christmas raffle which raised £131.50.

The setting held a clothes for schools event which raised £95.00.

Our committee member, Rachel Cairns, organised a raffle and for Little Otters to be the named charity at the Coombe Barton Quiz at Easter. This event raised £900.00.

The flooring in Pups Room was replaced in April. The worn carpet was replaced with wood effect flooring which matched Otters Room and the corridor. The flooring is very hard wearing and easier to keep clean. The total cost of this project was £1360.00.

**Plans for the future**

We remain cautious regarding financial reserves due to the current climate of high operating costs. It is important to us that we keep fees as affordable as possible for families, whilst operating a sustainable business.

Our plans for improvement are to replace the Altro flooring in both playrooms as the Altro (non-slip flooring) was laid in 2005 and is well worn.

We are currently looking at replacing the edge tiles on the roof.

We will continue to look out for any future funding opportunities as well as organising fund raising events to enable us to make further improvements to our setting.

Income	Jan 22	Feb 22	Mar 22	Apr 22	May 22	Jun 22	Jul 22	Aug 22	Sept 22	Oct 22	Nov 22	Dec 22	total
Fees	3156.98	3653.35	3878.23	4284.65	4489.23	5733.35	4636.95	6775.15	5241.08	5028.33	7565.47	3033.57	57476.34
C.C.C	7260.41	8563.43	970.16	7979.02	23698.55	1080.00	3672.00		5879.02	12344.48	72.64	1872.00	73391.71
Donations				500.00									500.00
Fundraise			80.00	288.00			690.00						1058.00
Grants					1590.00*								1590.00
Furlough													
Misc											245.00*		245.00
<b>Total</b>	<b>10417.39</b>	<b>12216.78</b>	<b>4928.39</b>	<b>13051.67</b>	<b>29777.78</b>	<b>6813.35</b>	<b>8998.95</b>	<b>6775.15</b>	<b>11120.10</b>	<b>17372.81</b>	<b>7883.11</b>	<b>4905.57</b>	<b>134261.05</b>
<b>Expenses</b>													
Payroll	40.80	40.80	40.80	163.20*	43.20	43.20	43.20	43.20	43.20	43.20	43.20	43.20	631.20
Pension	328.67	327.31	356.94	220.00	361.40	327.45	319.65	345.38	250.01	358.29	305.33	210.31	3710.74
Wages	6983.65	7023.21	7417.64	6843.10	8320.75	7616.15	7510.86	7744.97	6743.83	7906.02	7276.01	6322.30	87708.49
PAYE	982.09	933.52	1076.41	668.00	1010.05	886.63	753.64	847.71	485.92	889.83	619.81	330.64	9484.25
Groceries	105.47	93.10	145.75	57.26	88.56	40.80	125.01	95.61	74.73	133.41	49.78	81.32	1090.80
Hygiene		186.50	140.00	117.06		152.87		95.40		82.11		62.03	835.97
Resources	7.58	240.81	44.43	145.52	935.81*	1553.39*	91.82	46.51	193.94	37.76	179.70	95.95	3573.22
Buildings	362.00*		239.75	271.00	426.49*	1297.96*	58.91	223.00	487.00*	210.76	140.00	272.70*	3989.57
Insurance	262.34		262.34		2619.77*								3144.45
Stationary	145.43	52.01			249.05		242.63	226.94				179.60	1095.66
Phone/Int	46.36	47.56	54.23	56.58	52.71	48.03	47.68	62.36	54.19	63.91	45.61	52.36	631.58
Training		192.00			15.00				14.40	96.00			317.40
Electric	90.00		163.33	330.00	330.00	330.00	330.00	330.00	330.00	409.37	368.44	295.38	3306.52
Water			62.93					94.73					157.66
Reg Fees	153.60*								220.00*			112.11*	485.71
Counc Tax				65.12	66.00	66.00							197.12
Staff Exp							10.00			13.00		440.00*	463.00
Other	5.00*				12.00*					24.00*			41.00
<b>Total</b>	<b>9512.99</b>	<b>9136.82</b>	<b>10004.55</b>	<b>8936.84</b>	<b>14530.79</b>	<b>12362.48</b>	<b>9533.40</b>	<b>10155.81</b>	<b>8897.22</b>	<b>10267.66</b>	<b>9027.88</b>	<b>8497.90</b>	<b>120864.34</b>
Profit/loss	904.40	3079.96	5076.16	4114.83	15246.99	5549.13	534.45	3380.66	2222.88	7105.15	1144.77	3592.33	13396.71





Section A

Independent Examiner's Report

Report to the trustees

Charity Name

LITTLE OTTERS CHILDREN'S CENTRE

On accounts for the year  
ended

2022

Charity no  
(if any)

1079898

Set out on pages

1 - 3

(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 31/12/2022.

Responsibilities and  
basis of report

As the charity's trustees, 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 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 in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

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

Date:

12/07/23

Name:

JAYANA REES

Relevant professional  
qualification(s) or body

DIRECTOR / GLYN REES LIMITED

(if any):

Address:

Coombe Barton Inn  
Crackington Haven  
Bude EX23 0JG

## Section B

### Disclosure

Only complete if the examiner needs to highlight material 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.