

SUNFLOWER SEED PRESCHOOL

England & Wales · Charity number 1177943

Details

Other names SUNFLOWER SEED PRE-SCHOOL

Status Registered

Legal form CIO

Registered 2018-04-13

Register [View on the Charity Commission register](#)

Contact

Address Sunflower Seed Preschool
Church Street
Northborough
Peterborough
PE6 9BN

Phone 01733253685

Email office@sunflower-seed.co.uk

Website <http://sunflower-seed.uk/>

Activities

Objects: 1. TO ADVANCE THE EDUCATION OF THE CHILDREN FROM FAMILIES LIVING OR WORKING WITHIN THE NORTHBOROUGH AND SURROUNDING AREA BY PROVIDING AND ASSISTING IN THE PROVISION OF CHILDCARE FACILITIES FOR CHILDREN AGED 2 TO 11;2. TO ASSIST IN SUCH WAYS AS THE CHARITY TRUSTEES THINK FIT BY DEVELOPING CHILDREN' MENTAL, PHYSICAL AND MORAL CAPABILITIES THROUGH LEISURE TIME ACTIVITIES FOR CHILDREN AGED 2 TO 11.3. THE ABOVE OBJECTIVES TO BE ACHIEVED VIA PROVISION OF:PRE-SCHOOL FACILITIESBEFORE AND AFTER SCHOOL CLUBHOLIDAY CLUB

Activities: 1. To advance the education of children from families living/working within Northborough and surrounding area by providing childcare facilities for children aged 2-11;2. To assist in developing children's mental, physical and moral capabilities through leisure time activities for 2-11 yr olds through provision of pre-school, before and after school club, and holiday club

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Education/training
- **Who:** Children/young People

Geography

- Peterborough City

Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£245,543	£235,096	-	-
2024-08-31	£253,267	£216,488	-	-
2023-08-31	£206,980	£224,813	-	-
2022-08-31	£231,528	£200,862	-	-
2021-08-31	£191,360	£169,593	-	-
2020-08-31	£174,621	£181,892	-	-

Trustees

Name	Role	Appointed
Lianne Desborough	Chair	2024-05-01
Ben Kibble		2024-02-05
Jacqui Geer		2022-11-02
Jonathan Judge		2023-12-11
Joseph Sismey		2025-11-25
Katie De Bes		2025-11-25
Stella Gatehouse		2020-11-18

SUNFLOWER SEED PRESCHOOL

England & Wales - Charity number 1177943

Accounts



Sunflower Seed

Annual Report 2024/25

Contents:

1. Introduction
2. Financial Performance 2024/25
3. Income Analysis
4. Expenditure Analysis
5. Cash Reserves
6. Balance Sheet

Registered charity number: 1177943

1. Introduction:

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 - Pre-School
 - After School Tea Club
 - Breakfast Club
 - Holiday Club
- The setting is run from a cabin located on the Northborough Primary School.
- Sunflower Seeds employs 16 members of staff on a full or part time basis.

2. Financial Performance: 2024/25 (Sept 24-Aug 25)

	2024/25	2023/24	Movement
INCOME	245,543	253,267	-7,724
Staff Costs	-199,215	-188,144	-11,070
Provision of Service	-10,910	-8,037	-2,873
Premises	-7,816	-7,524	-292
Office	-14,645	-4,647	-9,998
Other Expenditure	-2,512	-8,137	5,625
EXPENDITURE	-235,096	-216,488	-18,608
TOTAL SURPLUS / (DEFICIT)	10,447	36,779	-26,332

- Sunflowers ended the Financial year with a £10k surplus this Financial Year. This represents a £27k decline vs ast year
- Whilst quotes and drawings have been attained for a potential supply & construction of the new building the Sunflower Seed New Build project has seen no further progression and no further project costs (or income) were incurred during the year 2024/25.

3. Income Analysis

	2024/25	2023/24	Movement
Income			
Parents Fees	145,271	120,039	25,232
PCC Funding	97,064	122,596	-25,532
PCC Sustainability Grant	0	7,500	-7,500
CJRS Claims	0	0	0
Fundraising	315	857	-541
Voluntary Contributions	0	0	0
Other	2,893	2,276	617
TOTAL BAU INCOME	245,543	253,267	-7,724

- Income has decreased by £8k year on year.
- Income from parent fee's and PPC funding is largely flat with the majority of the decline driven by there being no PCC sustainability grant in 2024/25.

4. Expenditure Analysis

	2024/25	2023/24	Movement
Staff Costs			
Net Wages	-168,513	-161,156	-7,357
PAYE Tax	-16,812	-13,948	-2,864
Pension	-13,764	-12,627	-1,137
Recruitment	-125	-413	288
Sub Total	-199,215	-188,144	-11,070
Provision of Service			
Teaching Materials	-1,631	-814	-817
Staff Training	-480	-894	414
Groceries/Catering	-7,418	-6,244	-1,174
Activities	-952	-36	-916
Uniform	-429	-48	-381
Sub Total	-10,910	-8,037	-2,873
Premises			
Rent	-720	-315	-405
Maintenance / Cleaning	-6,346	-8,968	2,622
Utilities	-750	-500	-250
Sub Total	-7,816	-9,783	1,967
Office			
Office Supplies	-1,743	-801	-942
Telephone	-1,231	-740	-491
Equipment	0	0	0
IT	0	0	0
Insurance	-3,043	-891	-2,152
Fees and Licenses	-8,628	-2,215	-6,413
Sub Total	-14,645	-4,647	-9,998
Other Expenditure			
Cost of Fundraising	-25	0	-25
Marketing	-72	-216	144
Misc. Expenditure	-3,712	-7,789	4,077
Bank Charges	1,297	-132	1,429
Sub Total	-2,512	-8,137	5,625
TOTAL BAU EXPENDITURE	-235,096	-218,748	-16,349

- Total BAU expenditure increased by £16k from the previous year.
- Variance driven by in increase in Staff costs where committee voted to increase wages to combat cost of living increase. The rate of NI also increased in year.
- Provision of service costs increased largely driven by general cost of living increases in Groceries/Catering
- Office costs have increased substantially YoY driven by the onboarding of Citation for provision of a HR advisory services.
- Insurance costs have also increased following review ensuring we have appropriate cover.

5. Cash Reserves

Cash Reserves (£)	31-Aug-25	31-Aug-24	Movement
Barclays: Main Current Account	324	698	-374
New Barclays Current *	48,848	40,216	8,631
Barclays: New Building Account *	11,651	11,651	0
Barclays: Business Premium Account	0	0	0
New Barclays Savings	153,799	120,287	33,512
Virgin Money Account	0	31,322	-31,322
Total Cash Reserves	214,622	204,175	10,447

- Sunflower Seed total cash reserves increased by £10,447 over the year 2024/25, standing at £214,622 at the financial year end.
- This is still a healthy cash position. However, a large proportion of these reserves will be required to fund the New Build project, ensuring the long-term viability of the Sunflower Seed setting.

* Barclays Bank have placed the New Building Account into dormancy. Processes to reinstate the account are being followed.

6. Balance Sheet at 31 August 2024

Sunflower Seeds Balance Sheet

31-Aug-25

	£	£
Fixed Assets		0
Current Assets		
Deposits and Cash	165,450	
Bank Account	49,172	
Total		214,622
Current Liabilities		0
Current Assets less Current Liabilities:		214,622
Total Assets less Current Liabilities:		214,622
Long Term Liabilities		0
Total Assets less Total Liabilities:		214,622
Capital & Reserves		
Reserves	204,175	
P & L Account	10,447	
Total		214,622

SUNFLOWER SEED PRESCHOOL

England & Wales - Charity number 1177943

Accounts



SUNFLOWER SEED

Sunflower Seed is a registered charity (no. 1177943) and is run by a group of volunteers called committee members which are made up of parents/carers and other members of the local community who have skills to offer. Sunflower Seed abides by a governing document or constitution which is a rulebook which sets out how the charity will run.

Aims and activities

To advance the education of children from families living/working within Northborough and surrounding area by providing childcare facilities for children aged 2-11. To assist in developing children's mental, physical and moral capabilities through leisure time activities for 2-11yr through provision of pre-school, before and after school club, and holiday club.

Staff team

The staff have worked tirelessly to support the children and Charlotte in the running of Sunflowers. Charlotte has now been the manager at Sunflower Seed for 6 years and continues to do an amazing job of leading the team, communicating effectively with the committee and acting on any issues that arise within the setting.

Claire Curt has been in her role as Deputy for nearly two years however after briefly returning to do her KIT days after maternity, has found a new position elsewhere. We wish her the best with her new position. Heather has been stepping in as deputy for almost a year and has done a fantastic job. She has organised a range of fundraising events in addition to following the tasks required within her new role. She has completed her level 3 SENCO qualification.

Stacey remains as the setting administrator and Lauren has been acting Senior Nursery Nurse. They continue to support the setting brilliantly and Charlotte reports that the whole leadership team are working well and fulfilling their roles effectively.

Toni remains as the setting's cook and prepares lovely fresh meals daily at the setting which the children really enjoy.

Since the last AGM Claire Rayner joined us in September as a level 3, Deanna in May and Cara in June as support staff. They have made a great start and good additions to the team.

Committee members

I would like to thank the committee members for their hard work and commitment over the last year. For the most part of this year, we have been a very small committee and I recognise that this has meant more responsibilities for each member. Meetings have been more consistent over the past year which has been a great improvement and Ben starting the role of treasurer has had a huge impact on the committee and we are extremely grateful for his support of Sunflower Seed with all the necessary financial support. Sadly, Fiona Ram had to leave the committee due to other commitments.

Thankfully, we have recently had more volunteers willing to join the committee so that it can grow in numbers again and return to strength. We welcome officially welcome Ben and Johnathan to the committee.

I have offered to continue the role of chair until someone is able to take over.

Finances

See separate report

Fundraising

This year we have raised funds for Children in need and done a sponsored walk.

For Sunflower Seed we have raised money through our Halloween disco, a toddle waddle, a cake sale, an Easter trail and we have a winter bake sale arranged. Through this fundraising we were able to raise an amazing total of £1917.54.

Current building

Currently the building is in a poor state of repair and we hope that the new build project will commence in Summer 2025 if we receive the grant that we have applied for.

The drains continue to cause issues for Sunflower Seed and are fixed with temporary fixes which are not sustainable long term. The issues are caused by large tree roots which need to be removed when the new build takes place. The school are currently looking into the tree situation as a matter of urgency and other trees surrounding the setting have been removed as a result of this so far.

There is also an issue with mould inside the building which requires a lot of maintenance, and the floor was fixed by a parent last year as the entrance area was rotten. Our outdoor area is also a risk as it is very uneven and not a cushioned landing for when the children fall. We have applied for funding through the tesco grant scheme to revamp the mud kitchen area and hope we will be able to sort this area soon too.

We have had new tables and chairs which were bought last year. We have also been donate a new sofa and are in the process of revamping our changing area. All of these things will have an amazing impact on the setting, staff and children.

New build

Sunflower Seed committee came to the realisation that a permanent new building as originally planned would not be possible due to funds. Therefore, a brand new temporary mobile building has been planned to replace the existing one. Plans have been drawn and costs continue to be looked at. The main stumbling block is the funding and cost. We estimate a cost in the region of £400,000 (and rising due to the cost of materials going up), and Sunflower Seed currently only has funds of approx. £150,000 that can be put towards the new build. We are hoping for some support from PCC. A range of purchase options were looked into. We will continue to consider these options when information regarding various grants has come through.

As a committee we recognise the importance of the new build in the sustainability of the setting long term however, we have found it a challenge to make serious progress due to a funding shortage.

Communications

The new website has now been up and running for over a year and seems to be working well.

Plans/objectives 2023/2024 and summary

The new build project remains the biggest challenge of the committee. We very much hope that this can go ahead during summer 2025.

I would like to thank everyone who has been involved in Sunflower Seed during the last year and most importantly the commitment of the staff in making Sunflower Seed a great place for children to learn and enjoy.

Lianne Desborough – Chair, Sunflower Seed Committee



Sunflower Seed

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 - Pre-School
 - After School Tea Club
 - Breakfast Club
 - Holiday Club
- The setting is run from a cabin located on the Northborough Primary School.
- Sunflower Seeds employs 16 members of staff on a full or part time basis.

2. Financial Performance: 2023/24 (Sept 23-Aug 24)

	2023/24	2022/23	Movement
INCOME	253,267	206,980	46,287
Staff Costs	-188,144	-196,643	8,498
Provision of Service	-8,037	-10,901	2,864
Premises	-7,524	-8,029	505
Office	-4,647	-6,065	1,418
Other Expenditure	-8,137	-3,176	-4,961
EXPENDITURE	-216,488	-224,813	8,325
TOTAL SURPLUS / (DEFICIT)	36,779	-17,834	54,612

- Sunflowers ended the Financial year with a £37k surplus this Financial Year. This represents a £55k improvement vs last year
- The Sunflower Seed New Build project has seen no further progression and therefore no further project costs (or income) were incurred during the year 2023/24.

3. Income Analysis

	2023/24	2022/23	Movement
Income			
Parents Fees	120,039	114,029	6,011
PCC Funding	130,096	83,636	46,460
PCC Sustainability Grant	0	7,500	-7,500
CJRS Claims	0	0	0
Fundraising	857	1,013	-157
Voluntary Contributions	0	0	0
Other	2,276	802	1,473
TOTAL BAU INCOME	253,267	206,980	46,287

- Income has increased by £46k year to date vs the same period in the previous year2.
- The majority of this is driven by an increase in PCC funding. The number of children attending their full allocated hours has increased.

4. Expenditure Analysis

	2023/24	2022/23	Movement
Staff Costs			
Net Wages	-161,156	-161,015	-141
PAYE Tax	-13,948	-22,792	8,844
Pension	-12,627	-12,642	15
Recruitment	-413	-193	-220
Sub Total	-188,144	-196,643	8,498
Provision of Service			
Teaching Materials	-814	-1,293	479
Staff Training	-894	-1,402	508
Groceries/Catering	-6,244	-7,528	1,284
Activities	-36	-132	96
Uniform	-48	-545	497
Sub Total	-8,037	-10,901	2,864
Premises			
Rent	0	-670	670
Maintenance / Cleaning	-6,774	-6,609	-165
Utilities	-750	-750	0
Sub Total	-7,524	-8,029	505
Office			
Office Supplies	-801	-1,003	202
Telephone	-740	-594	-146
Equipment	0	0	0
IT	0	-906	906
Insurance	-891	-850	-41
Fees and Licenses	-2,215	-2,712	497
Sub Total	-4,647	-6,065	1,418
Other Expenditure			
Cost of Fundraising	0	-132	132
Marketing	-216	-396	180
Misc. Expenditure	-7,789	-2,545	-5,244
Bank Charges	-132	-103	-29
Sub Total	-8,137	-3,176	-4,961
TOTAL BAU EXPENDITURE	-216,488	-224,813	8,325

- Total BAU expenditure reduced by £8k from the previous year.
- Favourable variance driven by Paye and a staff member being on Matt leave.
- Other favourable movements in Groceries/Catering & Maintenance and cleaning. A positive result amidst inflation and cost of living crisis.
- Misc Expenditure showing the largest YoY adverse movement, this was largely driven by the purchase of additional tables and chairs and the fitting of a new Kitchen. All essential for the setting to provide a high standard of service.

5. Cash Reserves

Cash Reserves (£)	31-Aug-24	31-Aug-23	Movement
Barclays: Main Current Account	698	5,094	-4,395
New Barclays Current	40,216	0	40,216
Barclays: New Building Account *	11,651	11,651	0
Barclays: Business Premium Account	0	118,553	-118,553
New Barclays Savings	119,511	0	119,511
Virgin Money Account	31,322	31,322	0
Total Cash Reserves	203,399	166,620	36,779

- Sunflower Seed total cash reserves increased by £36,779 over the year 2023/24, standing at £203,399 at the financial year end. The majority of the increase driven by increased PCC funding.
- During the FY Sunflower Seeds have transitioned to a new current and savings account, both with Barclays. The transition between accounts can be seen in the movement column above.
- This is still a healthy cash position. However, a large proportion of these reserves will be required to fund the New Build project, ensuring the long-term viability of the Sunflower Seed setting.

* Barclays Bank have placed the New Building Account into dormancy. Processes to reinstate the account are being followed.

6. Balance Sheet at 31 August 2024

Sunflower Seeds Balance Sheet

31-Aug-24

	£	£
Fixed Assets		0
Current Assets		
Deposits and Cash	162,484	
Bank Account	40,914	
Total		203,399
Current Liabilities		0
Current Assets less Current Liabilities:		203,399
Total Assets less Current Liabilities:		203,399
Long Term Liabilities		0
Total Assets less Total Liabilities:		203,399
Capital & Reserves		
Reserves	166,620	
P & L Account	36,779	
Total		203,399



Sunflower Seed

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IT	0	-906	906
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31-Aug-24

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England & Wales - Charity number 1177943

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To advance the education of children from families living/working within Northborough and surrounding area by providing childcare facilities for children aged 2-11. To assist in developing children's mental, physical and moral capabilities through leisure time activities for 2-11yr through provision of pre-school, before and after school club, and holiday club.

Covid-19

The previous year we saw the impact of COVID-19 on our services and income, however this year we have seen business return to 'normal' and uptake for places have increased to the point that as a business we no longer feel any impact from the pandemic.

Staff team

The staff have worked tirelessly to support the children and Charlotte in the running of Sunflowers. Charlotte has now been the manager at Sunflower Seed for 4 years and continues to lead the team well, communicate effectively with the committee and act on any issues that arise within the setting.

Claire Cook has been in her role as Deputy for over a year now and is supporting Charlotte and the team brilliantly. She has completed the NCFE CACHE Level 3 SENCO Award in Early Years and continues to act as SENCO.

Stacey remains as the setting administrator and Heather is the settings Senior Nursery Nurse. They continue to support the setting brilliantly and Charlotte reports that the whole leadership team are working well and fulfilling their roles effectively.

Jacqui (cook) left and was replaced by Toni who cooks lovely fresh meals daily at the setting. Toni has fitted in really well with the team.

Since the last AGM Lauren joined us in May and Sammii join in July, both in level 3 nursery nurse roles.

Committee members

I would like to thank the committee members for their hard work and commitment over the last year. For the most part of this year, we have been a very small committee and I recognise that this has meant more responsibilities for each member. It has meant that meetings often haven't gone ahead if one or two of us cannot attend. John Bowyer has continued his role as treasurer and has been a strong backbone of the committee supporting Sunflower Seed with all the necessary financial support. Sadly, Clare Stamp had to leave suddenly due to personal reasons and Kat Chiva decided her time on the committee had come to an end.

Thankfully, we have recently had more volunteers willing to join the committee so that it can grow in numbers again and return to strength. We welcome Jacqui Geer, Lianne Desborough, Emily Tanton, Fiona Ram, and Tanya Mahabadi

Emily has kindly offered to take on the role of chair for the year ahead.

Finances

See separate report

Fundraising

This year we have raised funds for Children in need, doing a sponsored walk and for Macmillan with a very successful cake sale.

For Sunflower Seed we have raised money through our Halloween disco, and we have a winter bake sale arranged. We have also received donations from The Deeping Lions and Sue Garford who organised a village yard sale.

Current building

Currently the building is in a poor state of repair and we hope that the new build project will commence in summer 2023.

The drains continue to cause issues for Sunflower Seed and are fixed with temporary fixes which are not sustainable long term. The issues are caused by large tree roots which need to be removed when the new build takes place.

There is also an issue with mould inside the building which requires a lot of maintenance, and the floor has been fixed by a parent as the entrance area is rotten. Our outdoor area is also a risk as it is very uneven and not a cushioned landing for when the children fall.

We have had new tables and chairs which we bought a few months ago.

New build

Sunflower Seed committee came to the realisation that a permanent new building as originally planned would not be possible due to funds. Therefore, a brand new temporary mobile building has been planned to replace the existing one. Plans have been drawn and costs continue to be looked at. The main stumbling block is the funding and cost. We estimate a cost in the region of £280,000 (and rising due to the cost of materials going up), and Sunflower Seed currently only has funds of approx. £150,000 that can be put towards the new build. We are hoping for some support from PCC; however, this will still leave us short. John has looked into hire purchase options which we continue to consider as an option.

As a committee we recognise the importance of the new build in the sustainability of the setting long term however, we have found it a challenge to make serious progress due to a funding shortage.

Communications

The website is now new and improved and up and running.

Plans/objectives 2022/2023 and summary

The new build project remains the biggest challenge of the committee. We very much hope that this can go ahead during summer 2023.

I would like to thank everyone who has been involved in Sunflower Seed during the last year and most importantly the commitment of the staff in making Sunflower Seed a great place for children to learn and enjoy.

Andrea Corner – Chair, Sunflower Seed Committee



Sunflower Seed

Annual Financial Report 2022/23

Contents:

1. Introduction
2. Financial Performance 2022/23
3. Income Analysis
4. Expenditure Analysis
5. Cash Reserves
6. Balance Sheet

Registered charity number: 1177943

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- Sunflower Seeds employs 11 members of staff on a full or part time basis. Three further staff members are retained on a zero hours contract to provide cover when required.

2. Financial Performance: Year Sep-22 to Aug-23(£)

	2022/23	2021/22	Movement
INCOME	206,980	231,528	-24,548
Staff Costs	-196,643	-173,337	-23,306
Provision of Service	-10,901	-8,855	-2,046
Premises	-8,029	-9,783	1,754
Office	-6,065	-6,493	428
Other Expenditure	-3,176	-2,395	-781
EXPENDITURE	-224,813	-200,862	-23,951
TOTAL SURPLUS / (DEFICIT)	-17,834	30,665	-48,499

- On a statutory basis, Sunflower Seed recorded a deficit of £17,834 for the year 2022/23. This represents a deterioration of £48,499 on the prior year.
- The Sunflower Seed New Build project has seen no further progression and therefore no further project costs (or income) were incurred during the year 2022/23.

3. Income Analysis

	2022/23	2021/22	Movement
Income			
Parents Fees	114,029	118,475	-4,446
PCC Funding	91,136	112,095	-20,959
PCC Sustainability Grant	0	0	0
CJRS Claims	0	0	0
Fundraising	1,013	46	967
Voluntary Contributions	0	500	-500
Other	802	412	390
TOTAL BAU INCOME	206,980	231,528	-24,548

- Income decreased by £24,548 from the previous year.
- The majority of this is from the decrease in PCC funding. The number of children attending their full allocated hours has decreased and we are down 1274 funded hours from the previous year.

4. Expenditure Analysis

	2022/23	2021/22	Movement
Staff Costs			
Net Wages	-161,015	-141,039	-19,976
PAYE Tax	-22,792	-21,169	-1,623
Pension	-12,642	-10,546	-2,097
Recruitment	-193	-583	390
Sub Total	-196,643	-173,337	-23,306
Provision of Service			
Teaching Materials	-1,293	-934	-359
Staff Training	-1,402	-1,071	-331
Groceries/Catering	-7,528	-6,089	-1,439
Activities	-132	-65	-68
Uniform	-545	-696	151
Sub Total	-10,901	-8,855	-2,046
Premises			
Rent	-670	-315	-355
Maintenance / Cleaning	-6,609	-8,968	2,359
Utilities	-750	-500	-250
Sub Total	-8,029	-9,783	1,754
Office			
Office Supplies	-1,003	-1,229	225
Telephone	-594	-1,316	723
Equipment	0	0	0
IT	-906	-1,048	142
Insurance	-850	-826	-24
Fees and Licenses	-2,712	-2,074	-638
Sub Total	-6,065	-6,493	428
Other Expenditure			
Cost of Fundraising	-132	-13	-120
Marketing	-396	-396	0
Misc. Expenditure	-2,545	-1,879	-666
Bank Charges	-103	-107	4
Sub Total	-3,176	-2,395	-781
TOTAL BAU EXPENDITURE	-224,813	-200,862	-23,951

- Total BAU expenditure increased by £23,951 from the previous year.
- The major increase was in staff costs which increased by £23,306. This is due to increases in the staff salary structure, which was mainly due to the increases to the government minimum and living wage.
- Other areas of expenditure were also increased due to the food and fuel price increases which has affected everyone.
- We did make a saving in the office costs by switching phone service and reducing the costs by £723.

5. Cash Reserves

Cash Reserves (£)	31-Aug-23	31-Aug-22	Movement
Barclays: Main Current Account	5,094	23,421	-18,328
Barclays: New Building Account *	11,651	11,651	0
Barclays: Business Premium Account	118,236	117,742	494
Virgin Money Account	31,322	31,322	0
Total Cash Reserves	166,303	184,136	-17,834

Cash Movement for Month

- Sunflower Seed total cash reserves decreased by £17,384 over the year 2022/23, standing at £166,303 at the financial year end.
- This is still a healthy cash position. However, a large proportion of these reserves will be required to fund the New Build project, ensuring the long term viability of the Sunflower Seed setting.

* Barclays Bank have placed the New Building Account into dormancy. Processes to reinstate the account are being followed.

6. Balance Sheet at 31 August 2023

	£	£
Fixed Assets		0
Current Assets		
Deposits and Cash	161,209	
Bank Account	5,094	
Total		166,303
Current Liabilities		0
Current Assets less Current Liabilities:		166,303
Total Assets less Current Liabilities:		166,303
Long Term Liabilities		0
Total Assets less Total Liabilities:		166,303
Capital & Reserves		
Reserves	184,136	
P & L Account	-17,834	
Total		166,303



Sunflower Seed

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SUNFLOWER SEED PRESCHOOL

England & Wales - Charity number 1177943

Accounts



SUNFLOWER SEED

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Aims and activities

To advance the education of children from families living/working within Northborough and surrounding area by providing childcare facilities for children aged 2-11. To assist in developing children's mental, physical and moral capabilities through leisure time activities for 2-11yr through provision of pre-school, before and after school club, and holiday club.

Covid-19

The previous year we saw the impact of COVID-19 on our services and income, however this year we have seen business return to 'normal' and uptake for places have increased to the point that as a business we no longer feel any impact from the pandemic.

Staff team

The staff have worked tirelessly to support the children and Charlotte in the running of Sunflowers. Charlotte has now been the manager at Sunflower Seed for 4 years and continues to lead the team well, communicate effectively with the committee and act on any issues that arise within the setting.

Claire Cook has been in her role as Deputy for over a year now and is supporting Charlotte and the team brilliantly. She has completed the NCFE CACHE Level 3 SENCO Award in Early Years and continues to act as SENCO.

Stacey remains as the setting administrator and Heather is the settings Senior Nursery Nurse. They continue to support the setting brilliantly and Charlotte reports that the whole leadership team are working well and fulfilling their roles effectively.

Jacqui (cook) left and was replaced by Toni who cooks lovely fresh meals daily at the setting. Toni has fitted in really well with the team.

Since the last AGM Lauren joined us in May and Sammii join in July, both in

level 3 nursery nurse roles.

Committee members

I would like to thank the committee members for their hard work and commitment over the last year. For the most part of this year, we have been a very small committee and I recognise that this has meant more responsibilities for each member. It has meant that meetings often haven't gone ahead if one or two of us cannot attend. John Bowyer has continued his role as treasurer and has been a strong backbone of the committee supporting Sunflower Seed with all the necessary financial support. Sadly, Clare Stamp had to leave suddenly due to personal reasons and Kat Chiva decided her time on the committee had come to an end.

Thankfully, we have recently had more volunteers willing to join the committee so that it can grow in numbers again and return to strength. We welcome Jacqui Geer, Lianne Desborough, Emily Tanton, Fiona Ram, and Tanya Mahabadi

Emily has kindly offered to take on the role of chair for the year ahead.

Finances

See separate report

Fundraising

This year we have raised funds for Children in need, doing a sponsored walk and for Macmillan with a very successful cake sale.

For Sunflower Seed we have raised money through our Halloween disco, and we have a winter bake sale arranged. We have also received donations from The Deeping Lions and Sue Garford who organised a village yard sale.

Current building

Currently the building is in a poor state of repair and we hope that the new build project will commence in summer 2023.

The drains continue to cause issues for Sunflower Seed and are fixed with temporary fixes which are not sustainable long term. The issues are caused by large tree roots which need to be removed when the new build takes place.

There is also an issue with mould inside the building which requires a lot of maintenance, and the floor has been fixed by a parent as the entrance area is rotten. Our outdoor area is also a risk as it is very uneven and not a cushioned landing for when the children fall.

We have had new tables and chairs which we bought a few months ago.

New build

Sunflower Seed committee came to the realisation that a permanent new building as originally planned would not be possible due to funds. Therefore, a brand new temporary mobile building has been planned to replace the existing one. Plans have been drawn and costs continue to be looked at. The main stumbling block is the funding and cost. We estimate a cost in the region of £280,000 (and rising due to the cost of materials going up), and Sunflower Seed currently only has funds of approx. £150,000 that can be put towards the new build. We are hoping for some support from PCC; however, this will still leave us short. John has looked into hire purchase options which we continue to consider as an option.

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The website is now new and improved and up and running.

Plans/objectives 2022/2023 and summary

The new build project remains the biggest challenge of the committee. We very much hope that this can go ahead during summer 2023.

I would like to thank everyone who has been involved in Sunflower Seed during the last year and most importantly the commitment of the staff in making Sunflower Seed a great place for children to learn and enjoy.

Andrea Corner - Chair, Sunflower Seed Committee



Sunflower Seed

Annual Financial Report 2021/22

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- Sunflower Seeds employs 11 members of staff on a full or part time basis. Three further staff members are retained on a zero hours contract to provide cover when required.

2. Financial Performance: Year Sep-21 to Aug-22 (£)

	2021/22	2020/21	Movement
INCOME	231,528	191,360	40,168
Staff Costs	(173,337)	(149,521)	(23,816)
Provision of Service	(8,855)	(4,715)	(4,140)
Premises	(9,783)	(5,368)	(4,415)
Office	(6,493)	(7,586)	1,094
Other Expenditure	(2,395)	(2,404)	9
EXPENDITURE	(200,862)	(169,593)	(31,269)
TOTAL SURPLUS / (DEFICIT)	30,665	21,767	8,899

- On a statutory basis, Sunflower Seed recorded a surplus of £30,665 for the year 2021/22. This represents an improvement of £8,899 on the prior year.
- The Sunflower Seed New Build project has the objective of providing new purpose built premises for the nursery adjacent to Northborough Primary School. No further project costs (or income) were incurred during the year 2021/22. However, some investigative work has been carried out with a view to installing new premises during the summer of 2023.

3. Income Analysis

	2021/22	2020/21	Movement
Income			
Parents Fees	118,475	91,077	27,398
PCC Funding	112,095	84,144	27,950
PCC Sustainability Grant	0	7,500	(7,500)
CJRS Claims	0	6,650	(6,650)
Fundraising	46	854	(808)
Voluntary Contributions	500	790	(290)
Other	412	345	67
TOTAL BAU INCOME	231,528	191,360	40,168

- Income increased by £40,168 from the previous year.
- Strong growth was seen in both Parents Fees and PCC Funding, both reflecting increased numbers of children within the pre-school. The prior year's income had, to an extent, been impacted by Covid-19.
- Prior year income had been boosted by the receipt of the PCC Sustainability Grant and Coronavirus Job Retention Scheme payments.

4. Expenditure Analysis

	2021/22	2020/21	Movement
Staff Costs			
Net Wages	(141,039)	(125,637)	(15,401)
PAYE Tax	(21,169)	(15,425)	(5,745)
Pension	(10,546)	(8,410)	(2,136)
Recruitment	(583)	(48)	(535)
Sub Total	(173,337)	(149,521)	(23,816)
Provision of Service			
Teaching Materials	(934)	(846)	(89)
Staff Training	(1,071)	(131)	(940)
Groceries/Catering	(6,089)	(3,227)	(2,862)
Activities	(65)	(272)	207
Uniform	(696)	(240)	(456)
Sub Total	(8,855)	(4,715)	(4,140)
Premises			
Rent	(315)	0	(315)
Maintenance/ Cleaning	(8,968)	(5,368)	(3,600)
Utilities	(500)	0	(500)
Sub Total	(9,783)	(5,368)	(4,415)
Office			
Office Supplies	(1,229)	(2,259)	1,030
Telephone	(1,316)	(1,234)	(83)
Equipment	0	0	0
IT	(1,048)	0	(1,048)
Insurance	(826)	(1,541)	715
Fees and Licenses	(2,074)	(2,552)	478
Sub Total	(6,493)	(7,586)	1,094
Other Expenditure			
Cost of Fundraising	(13)	(21)	9
Marketing	(396)	0	(396)
Misc. Expenditure	(1,879)	(2,246)	366
Bank Charges	(107)	(137)	30
Sub Total	(2,395)	(2,404)	9
TOTAL BAU EXPENDITURE	(200,862)	(169,593)	(31,269)

- Total BAU expenditure increased by £31,269 from the previous year.
- The major increase was in staff costs which increased by £23,816 (15.9%) compared to the prior year. This was in part due to the greater usage of the setting requiring more staff time. It was also due to increases in the staff salary structure, which is to a large degree pegged to increases to the government minimum and living wage.
- Other areas of expenditure were also increased due to the increased occupancy of the facility.

5. Cash Reserves

Cash Reserves (£)	31-Aug-22	31-Aug-21	Movement
Barclays: Main Current Account	23,421	22,809	613
Barclays: New Building Account *	11,651	11,651	0
Barclays: Business Premium Account	117,742	87,727	30,015
Virgin Money Account	31,322	31,284	38
Total Cash Reserves	184,136	153,471	30,665

- Sunflower Seed total cash reserves increased by £30,665 over the year 2021/22, standing at £184,136 at the financial year end.
- This is a healthy cash position. However, a large proportion of these reserves will be required to fund the New Build project, ensuring the long term viability of the Sunflower Seed setting.

* Barclays Bank have placed the New Building Account into dormancy. Processes to reinstate the account are being followed.

7. Balance Sheet at 31 August 2022

	£	£
Fixed Assets		0
Current Assets		
Deposits and Cash	160,715	
Bank Account	23,421	
Total		184,136
Current Liabilities		0
Current Assets less Current Liabilities:		184,136
Total Assets less Current Liabilities:		184,136
Long Term Liabilities		0
Total Assets less Total Liabilities:		184,136
Capital & Reserves		
Reserves	153,471	
P & L Account	30,665	
Total		184,136

SUNFLOWER SEED PRESCHOOL

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Covid-19

The effects of the Covid-19 pandemic continued into the 2020/21 year and Sunflower Seed continued to rely on the furlough scheme to support with funds. This allowed Sunflowers to remain open and avoided further loss of funds to the charity. Gradually, the use of the furlough scheme was not needed and by February 2021 we no longer needed to make any furlough claims.

Charlotte led the team brilliantly and worked quickly to deal with any COVID related staffing issues as well as cases within the setting. Safety of staff and children was and is always Charlotte's top priority.

Staff team

The staff have worked tirelessly to support the children and Charlotte in the running of Sunflower Seed this year. Charlotte has now been the manager at Sunflower Seed for 4 years and continues to lead the team well, communicate effectively with the committee and act on any issues that arise within the setting.

Dawn, the previous Deputy manager, left the setting and was replaced by Claire Cook. Claire has been a great deputy so far and has taken on her extra responsibilities with confidence. Claire's previous SENCO role remains part of her Deputy duty. Heather took on a senior role and is now part of the leadership team. Stacey remains as the setting administrator

and continues to support the setting with all administrative tasks. Charlotte reports that the new leadership team are working well and fulfilling their roles brilliantly.

This year saw the appointment of Jacqui, the setting cook, to make hot lunches and tea club snacks for the children. During the periods of lower numbers attending Sunflower Seed, Jacqui worked as the setting cleaner temporarily until her position as cook could recommence. Jacqui goes above and beyond to ensure the children have delicious, hot and healthy lunches and these have been very well received by parents and children.

During the end of last year, staff contracts were changed so that no staff members had term time only contracts. This was because Sunflower Seed became an all year round childcare facility and therefore staffing was needed to cover school holidays. Sunflowers sometimes relies on bank staff to cover periods during the holidays where staff numbers are lower.

Currently Sunflower Seed is looking to appoint new level 3 and support staff at the moment.

Committee members

I would like to thank the committee members for their hard work and commitment over the last year. It has been a strange year and the current committee have still never met in person for a meeting, but we hope to do that soon.

After the last AGM, the committee saw quite a few changes in members. Gemma (previous chair) was replaced by Andrea Corner, as well as the departure of Fran Good and Karen Tarun. Leanne Wilson (secretary) also left the committee during this year. Stella Gatehouse and Antonia Rickard joined and have been fantastic additions providing great support throughout the year. John remains on the committee as treasurer and his financial assistance and skill set is invaluable. Kat is also part of the committee and has worked tirelessly on the new build project as well as being a fantastic general 'back bone' of the committee. We currently do not have a permanent secretary and this has been juggled between Andrea whilst other members chair the meetings. We hope to have some more committee members joining the team very soon.

Finances

Due to Covid-19, Sunflower Seed made a loss during the 19/20 year. This year the finances are more positive and normal business is resuming. By September 2021, Sunflower Seed had recorded its 6th consecutive month of being in a financial surplus and the last claim on the Coronavirus Job Retention Scheme was in February 2021.

The charity's cash reserves remain strong and we continue to save for our new build project in the future.

Staff wage increase/fee increase

Staff wages increased from April 2021 to be in line with the increase in national minimum wage. This closed the gap between the level 1 members of staff and the staff with higher qualifications, which meant that all wages needed to increase to remain in line with their levels of responsibilities.

With staff wages increasing, the committee decided that a fee increase was also necessary. We researched local pre-schools and looked at their costs to ensure we were still in line with local rates and decided to increase breakfast club to £4.50 and tea club to £10.50 (previously £4 and £9 respectively). Whole day pre-school also increased by £3.50 and this also now includes a hot lunch provided within the cost as compulsory (see hot lunch section below).

Fundraising

We have been unable to host fundraising events this year, besides from a Macmillain coffee morning which raised over £100 for Macmillain and £37 for Children in Need.

Current building

The mobile building is very old and has been showing wear and tear for a while now. We hope that the new building project will commence in summer 2022 (see more below).

Some parents, committee members and staff worked together to tidy and revamp the outside area which is looking great and is much more fit for purpose.

We have had some break ins to the outside area and toys stolen. One parent who runs a security business has kindly offered to install some security cameras for free which will help to keep the property and possessions safer.

New build

In the last year the new build project has been redefined due to a substantial gap in capital to fund the permanent structure. With the pandemic in full swing, we were unable to obtain further funding and grants towards the overall cost of £500,000. Therefore, as a committee we decided that the mobile replacement is a more achievable strategy and sits within our budget.

Initial designs and costings have been done however the project progresses slower than expected due to lack of volunteers willing to help

move it forward. The committee desperately want to put this project into motion but lack the time and knowledge needed for such a large scale project. We plan to look for outside help to ensure this goes ahead next Summer.

Hot lunch only setting

In June, Charlotte expressed her desire to change Sunflower Seed into a hot lunch only setting. Charlotte has a lot of knowledge in early years' settings and had done her research into the benefits that it brings to a pre-school. She presented her ideas brilliantly and the committee gave her their full support. Charlotte's main reasons for this change were:

to promote a healthy range of fresh, hot cooked meals for each child every day

to encourage eating together and promoting table manners

to encourage children to try new foods and discourage fussy eaters

to control what foods are coming into the setting (There is a severe nut allergy and parents were often still sending in Nutella sandwiches)

to allow for the reinstatement of Jacqui as cook, which meant that staff were no longer needed to make tea club 'tea' (as this is not part of their role)

The vast majority of parents have been really pleased with this approach and the children are enjoying the hot lunches. Children are eating more than their parents expected they would and Charlotte has worked with the children to develop and change the menus according to the children's ideas.

We are very pleased with Charlotte's initiative and development of this change in moving Sunflower Seed forward as a childcare setting.

Plans for 2021/2022 and Summary

The new build project remains the biggest challenge of the committee. We very much hope that this can go ahead during summer 2022.

Sunflower Seed is back to being its normal, happy and buzzing place now that we are (hopefully) through the worst of the pandemic. Numbers are returning to normal and some days and sessions are at full capacity which is excellent.

As chair, and also a parent, I am hugely proud of this wonderful setting and everything that Charlotte and her team do to support the children in their care. I would also like to thank the committee for their continued support and giving up their free time to attend our meetings, as well as welcoming me so warmly as a new member (and somehow, Chair) at the last AGM.

I look forward to next year with excitement for what is in store for

Sunflower Seed.

Andrea Corner – Chair, Sunflower Seed Committee



Sunflower Seed

Annual Financial Report 2020/21

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2. Financial Performance 2020/21
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5. Cash Reserves
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Registered charity number: 1177943

1. Introduction:

- Sunflower Seeds Preschool offers childcare provision for children age 2 – 11 in a form of following services:
 - Pre-School
 - After School Tea Club
 - Breakfast Club
 - Holiday Club
- The setting is run from a cabin located on the Northborough Primary School.
- Sunflower Seeds employs 11 members of staff on a full or part time basis. Three further staff members are retained on a zero hours contract to provide cover when required.
- The Covid-19 coronavirus pandemic has continued to present challenges to the setting throughout the year; both financially and operationally. However, the summer term has seen the demand for services increase, which has had a positive impact upon the financial results.

2. Financial Performance: Year Sept 20 to Aug 21 (£)

	2020/21	2019/20	Movement
INCOME	191,360	172,601	18,759
Staff Costs	(149,521)	(157,198)	7,677
Provision of Service	(4,715)	(6,168)	1,453
Premises	(5,368)	(9,854)	4,486
Office	(7,586)	(6,473)	(1,113)
Other Expenditure	(2,404)	(1,500)	(904)
EXPENDITURE	(169,593)	(181,192)	11,599
SURPLUS / (DEFICIT)	21,767	(8,591)	30,358
New Build Income	0	2,020	(2,020)
New Build Expenditure	0	(700)	700
NEW BUILD SURPLUS / (DEFICIT)	0	1,320	(1,320)
TOTAL SURPLUS / (DEFICIT)	21,767	(7,271)	29,038

- On a statutory basis, Sunflower Seed recorded a surplus of £21,767 for the year 2020/21. This represents an improvement of £29,038 on the prior year.
- The Sunflower Seed New Build project has the objective of providing new purpose built premises for the nursery adjacent to Northborough Primary School. No further project costs (or income) were incurred during the year 2020/21 as the project has largely been on hold due to the Covid-19 pandemic. However, it is expected that work will recommence on the project during the year 2021/22.

3. Income Analysis

	2020/21	2019/20	Movement
Income			
Parents Fees	91,077	79,251	11,826
PCC Funding	84,144	72,411	11,733
PCC Sustainability Grant	7,500	0	7,500
CJRS Claims	6,650	19,741	(13,091)
Fundraising	854	715	139
Voluntary Contributions	790	0	790
Other	345	483	(139)
TOTAL BAU INCOME	191,360	172,601	18,759

- Income increased by £18,759 from the previous year.
- Parents Fees income increased by £11,826 on the prior year, the latter having been detrimentally impacted by Covid-19 and the associated period of closure.
- PCC Funding income was also higher than the previous year (by £11,733). PCC have protected funding through the period of the pandemic at 2019 levels.
- Sunflower Seed received payments of £6,650 from the government Coronavirus Job Retention Scheme (CJRS) during the financial year, in respect of staff who had been placed on furlough. This was a reduction of £13,091 on the prior year.
- In addition, Sunflower Seed was successful in its application for a payment under the PCC Early Years Covid-19 Sustainability Grant. The payment of £7,500 related to Covid-19 driven losses incurred primarily in 2019/20.

4. Expenditure Analysis

	2020/21	2019/20	Movement
Staff Costs			
Net Wages	(125,637)	(131,570)	5,933
PAYE Tax	(15,425)	(17,289)	1,864
Pension	(8,410)	(8,291)	(119)
Recruitment	(48)	(48)	(0)
Sub Total	(149,521)	(157,198)	7,677
Provision of Service			
Teaching Materials	(846)	(936)	90
Staff Training	(131)	(1,076)	945
Safeguarding	0	(48)	48
Groceries/Catering	(3,227)	(3,569)	342
Activities	(272)	(379)	107
Uniform	(240)	(160)	(80)
Sub Total	(4,715)	(6,168)	1,453
Premises			
Rent	0	(2,196)	2,196
Maintenance/Cleaning	(5,368)	(7,158)	1,790
Utilities	0	(500)	500
Sub Total	(5,368)	(9,854)	4,486
Office			
Office Supplies	(2,259)	(1,164)	(1,095)
Telephone	(1,234)	(1,218)	(15)
Equipment	0	0	0
IT	0	(659)	659
Fees and Licenses	(4,094)	(3,432)	(662)
Sub Total	(7,586)	(6,473)	(1,113)
Other Expenditure			
Cost of Fundraising	(21)	(176)	155
Marketing	0	(542)	542
Misc. Expenditure	(2,246)	(614)	(1,632)
Bank Charges	(137)	(168)	31
Sub Total	(2,404)	(1,500)	(904)
TOTAL BAU EXPENDITURE	(169,593)	(181,192)	11,599

- Total BAU expenditure reduced by £11,599 from the previous year.
- Costs have been carefully controlled, with staff salary costs reduced by £7,677 from the previous year.
- Rent expenses (to Northborough school) were not incurred during the year as there was no requirement to use the school facilities.

5. Cash Reserves

Cash Reserves (£)	31-Aug-21	31-Aug-20	Movement
Barclays: Main Current Account	22,809	1,072	21,737
Barclays: New Building Account *	11,651	11,699	(48)
Barclays: Business Premium Account	87,727	87,708	19
Virgin Money Account	31,284	31,225	60
Total Cash Reserves	153,471	131,704	21,767

- Sunflower Seed total cash reserves increased by £21,767 over the year 2020/21, standing at £153,471 at the financial year end.
- This is a healthy cash position. However, a large proportion of these reserves will be required to fund the New Build project, ensuring the long term viability of the Sunflower Seed setting.

* Barclays Bank have placed the New Building Account into dormancy. Processes to reinstate the account are being followed.

7. Balance Sheet at 31 August 2021

	£	£
Fixed Assets		0
Current Assets		
Deposits and Cash	130,662	
Bank Account	22,809	
Total		153,471
Current Liabilities		0
Current Assets less Current Liabilities:		153,471
Total Assets less Current Liabilities:		153,471
Long Term Liabilities		0
Total Assets less Total Liabilities:		153,471
Capital & Reserves		
Reserves	131,704	
P & L Account	21,767	
Total		153,471



Sunflower Seed

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