

Tiny Tots

Trustees' Annual Report for the period 1st September 2021 to 31st August 2022

Reference and Administrative Details

Charity Registration Number: 1183769

Early Years Alliance Membership Number: 204826

Trustees: Samuel Ross Weeks; Helen Jane Chapman; Janie O'Halloran and Alice Clark-Wheeler.

Principle Address: Mudeford Wood Community Centre, Pipers Drive, Christchurch, Dorset, BH23 4TR

Objectives and Activities

The charity works for the public benefit having as its objects the development and education of children and young people in particular by: (1) promoting their care and safety; (2) promoting their education and promoting parental involvement; (3) promoting their health and wellbeing; (4) providing services to support them and their families and carers; (5) providing services to individuals holding membership of the CIO; and (6) furthering the aims of the pre-school learning alliance.

Tiny Tots provides an inclusive, diverse and stimulating setting of early years play, and education, for babies and toddlers. Through this setting, we facilitate a social support network for parents, carers and guardians. Our services are delivered through weekly, term-time sessions from a community facility, Mudeford Wood Community Centre, in the heart of Mudeford, Dorset.

We, the trustees, use the guidance and information made available by the Charities Commission as necessary to ensure right, fair and proper governance and practice. We regard guidance issued by the charities commission on public benefit, and work to ensure Tiny Tots is governed in accordance with its governing document, thus ensuring the main activities of Tiny Tots continue to work for the purposes of public benefit.

Volunteers' dedicate their time to the day-to-day running of sessions, preparation and planning of activities as well as fundraising events. Volunteers work hard to follow the policies and procedures as set out by Tiny Tots, and to promote good practice, furthering the work of Tiny Tots to meet its charitable objectives. Volunteers' bring a valuable range of skills and experience to Tiny Tots. Their input is respected and valued by childcare practitioners and the trustees'. The Trustees' recognise volunteers further the activities of the charity in meeting its charitable objectives greatly.

Achievements and Performance

Tiny Tots run a high-quality early years setting, offering a safe and stimulating environment for young children and families to socialise and network. Our group provides an environment which helps families interact and share experiences. This

promotes early year's education and supports the mental health of parents, carers and families. Usually, the summer term is the quietest as members undertake different activities outside due to the seasonally improved weather. However, over the past year, Tiny Tots has seen an increase in families utilising our services, particularly in the summer term, on a regular basis. This suggests Tiny Tots is a proven, valued asset to the local community and the way members access services is changing.

Over the past year, sessions were enhanced by one-off activities such as themed and outdoor play. Therefore, more opportunities were available for members to benefit, while demonstrating how the group is able to react to the changing ways members may be accessing services. We believe offering a varied programme of activities greatly enhanced our ability to meet our charitable objectives.

The past year has seen a number of achievements which enhanced the quality of charitable services offered within the Tiny Tots setting. The introduction of a sensory area was a particular success of the previous year. The purchase of specialist sensory equipment has enabled Tiny Tots to regularly offer this enrichment to members. Time in a sensory area helps children improve their visual, auditory and tactile processing, as well as fine and gross motor skills. This worked towards Tiny Tot's charitable objectives by promoting the education, development, health and wellbeing of the young person's attending the group. This particular initiative was researched and implemented by one of our regular volunteers, with the support of our childcare practitioners, highlighting the valuable nature of their skills and time.

Another success of the previous year was building on the craft sessions offered within the Tiny Tots setting. Access and participation improved thanks to a dedicated volunteer, and trustee, donating resources and time. Craft activities have always received extremely positive feedback, and further the work of Tiny Tots in meeting its charitable objectives. Crafting has several benefits including offering the opportunity to self-express and improve motor skills, therefore promoting the health and wellbeing of young persons as set out in the charitable objective of Tiny Tots.

As a charitable organisation in its infancy, objective setting has been irregular. As the organisation has now produced 3 years of financial data, budgeting and forecasting becomes a more useful tool in setting fundraising objectives for year 4 - based on the needs and historical ability of the organisation. In addition, we are beginning to consider how to measure participation in charitable activities for the purposes of reporting and setting objectives for the future growth and development of the organisation.

Financial Review

The financial position of Tiny Tots continues to be favourable at the end of the organisations third year. Careful cost management and sourcing grant funding during the COVID-19 pandemic ensured Tiny Tots started the financial year with funds to invest in the group. The continued reinvestment of funds enhances the services already provided and ensures the continued provision of the group.

Tiny Tots principle source of funds come from charging a nominal fee to access group sessions. Other sources of funding come from undertaking fundraising

activities such as events and sourcing grants. Tiny Tots also receives income from donations.

The primary costs involved in the provision of Tiny Tots are subcontractors (childcare practitioners) and the hire of a community hall in which to run group sessions. Trustees regularly review the financial position of Tiny Tots to ensure the organisation operates with financial viability, as well as operating in line with the charitable objectives of Tiny Tots as set out in the governing document.

For the period 1st September 2021 to 31st August 2022, Tiny Tots generated a net loss of **-£537.75**, with a total income of **£7633.06** and a total expenditure of **£8170.81**.

Previously, Tiny Tots has not held reserves due to the low nature of the finances handled and the infancy of the charity. Outgoings are low and can be brought to a minimal level if required. Tiny Tots also has a reliance on volunteers, who can run the delivery of charitable activities if necessary. The trustees review this policy each year and have agreed it should continue for the year ahead.

During the Annual General Meeting (AGM) held on 1st September 2022, we discussed the principle risk faced by Tiny Tots is rising costs due to the current financial crisis. We firstly noted the importance of access to charitable services and elected to freeze the cost of participation – despite rising costs. The biggest cost increase was the community hall in which Tiny Tots delivers its charitable services in the form of weekly, term-time sessions. It was agreed in the short-term fundraising events would be held to meet any rising costs. It was also noted how subcontracted childcare practitioners are vital to the ongoing success of the group, and provisions should be made to cover an increase of these costs.

Through careful cost management and fundraising activities, Tiny Tots has generated an operational surplus in previous years. It was agreed Tiny Tots has sufficient funds in the Santander current account to absorb rising costs in the short term, that could not be covered through fundraising activities.

Trustees and members also agreed to conduct financial reviews as necessary, in addition to careful budgeting, and accepted changes may be needed to ensure the financial viability of Tiny Tots in the year ahead.

Structure, Governance and Management

Tiny Tots is a charitable incorporated organisation (CIO) and is governed by a constitution. Trustees are appointed at the AGM by volunteers and members of Tiny Tots. In accordance with the constitution, trustees serve for a term of two years, and may serve for a maximum of 5 consecutive terms. The day to day management of Tiny Tots is the responsibility of 2 subcontracted childcare practitioners, assisted by a core team of volunteers and trustees.

Declaration

The trustees declare that they have approved the trustees' report above. Signed on behalf of the charity's trustees:

Signature: 

Full name: Samuel Ross Weeks

Position: Trustee

Date: 21/03/2023

Tiny Tots receipts & payments as at 31st August 2022

Receipts

Fees	6529.5
Fundraising	641
Other Income	0
Donations	462.56
Total Receipts	7633.06

Payments

Room Hire	-3048.7
Subcontractors	-3781.22
Accreditations & Subscriptions	-85.71
Equipment	-892.51
Food	-314.25
Print, Post & Stationery	-48.42
Fundraising Expenses	0
Total Payments	-8170.81
Total income Less payments	-537.75

Bank Reconciliation

Bank balance b/fwd as at 1st Sept 2021	2805.58
Plus Total Receipts	7643.41
Minus Total payments	-8181.16
Bank balance as at 31st Aug 2022	2267.83