



Little Acorns @ Ysgol-Y-Graig

Annual Trustees Report

Period 06 April 2022 to 05 April 2023

Name of Charity:	Little Acorns @ Ysgol-Y-Graig	
Registered Charity Number:	1193658	
Charity's Address:	Little Acorns @ Ysgol-Y-Graig Ysgol-Y-Graig Pontycapel Road Cefn Coed Merthyr Tydfil CF48 2RD	
Charity's Contact Details:	01685 721739 trefechantoddlers@gmail.com	
Charity Trustees:	Mr Clive Tovey Mrs Wendy Twomey Mrs Catherine Parkes	Chairperson Secretary Trustee
Charity's Bank:	HSBC 127/128 High Street Merthyr Tydfil CF47 8DN	
Governing Document:	Adopted on 24 February 2021	

Trustee Selection Process

The existing Trustees are responsible for selecting new Trustees, however, advice and views of the Charity's employees are also taken into consideration. This ensures good working relationships are formed between all parties for achieving the objectives of the Charity.

On selecting new Trustees, it is important that the selected individual is someone who will improve the overall effectiveness of the board of Trustees in achieving the Charity's objectives.

Trustees are selected based on their knowledge of the Charity and its objectives, and on their willingness to make themselves available to act as a volunteer for any events organised by the Charity.

New Trustees are given a copy of the Governing Document which clearly outlines their role and responsibilities as a Trustee. Individuals are made aware that they must be able to commit to one meeting a month and an Annual General Meeting (AGM) following the end of the Financial Year.

Trustees are re-elected annually.

Additional Governance Issues

The following policies are in place:

- Complaints Handling
- Risk Management
- Safeguarding Vulnerable Beneficiaries
- Volunteer Management

The day to day running of Little Acorns @ Ysgol-Y-Graig is the responsibility of the Trustees and the 3 paid employees of the Charity. The management of the facilities are the responsibility of the senior staff member along with the Head Teacher of Ysgol-Y-Graig.

All paid staff are fully trained and have applicable Disclosure and Barring Service Checks (DBS) checks in place.

Little Acorns @ Ysgol-Y-Graig rents a suitable space within Ysgol-Y-Graig school. This is a formal contracted agreement and an invoice is received for rent on an annual basis. The rent is paid using generated income.

Activities undertaken in the sessions at Little Acorns @ Ysgol-Y-Graig are planned and executed by the paid Charity employees, in line with Wales Pre-School curriculum.

Trustees are responsible for activities that generate income through fundraising, and community engagement activities. There is an annual fundraising programme that runs from January to December.

All trustees give their time on a voluntary basis and receive no payment or benefit in kind in return.

Trustees meet once a month and are given the opportunity prior to add any agenda items that they feel they want to discuss. All meetings are fully documented in the form of minutes which are available to view.

Risk Management

The Trustees manage a risk register which contains information on the risks facing Little Acorns @ Ysgol-Y-Graig, the likelihood of the risks occurring and measures to mitigate those risks.

The risk register is a working document that is reviewed at every Trustee meeting and is available to view at any time.

Aim and Purpose

The aim of Little Acorns @ Ysgol-Y-Graig is to provide a high quality day care that enhances the development, care and education of pre-school children in a safe and stimulating environment where they learn through play in partnership with parents/carers/guardians.

We welcome engagement from parents/carers/guardians who wish to take an active part in the activities within the setting, and will always endeavour to provide opportunities for them to do so.

We aim to provide an inclusive wrap around service for those children who attend both Little Acorns (part time) and Ysgol-Y-Graig school (part time), which will relieve the pressure on parents and assist with a smooth transition to Primary school for the children.

Little Acorns @ Ysgol-Y-Graig aim to engage with the local community at every available opportunity. Whether this be through educating our children about the history of the local area, using local resources for fundraising opportunities e.g community centres or purchasing locally where possible.

This not only keeps us in touch with the local community but it also allows us to raise our profile.

Many of the volunteers and Trustees are from the local area and as a result see the positive impact our work does.

Activities and Performance

During this financial period, Little Acorns @ Ysgol-Y-Graig have settled into their new premises and the children are getting used to the improved setting.

The new resources are proving very popular with the children and the parents are very happy with the set up.

The additional learning resources has meant that this year we have been able to offer the following learning opportunities:

- Music
- Sport/Games
- Craft
- Cooking
- Healthy Eating

These have been run in addition to the mainstream syllabus that we have to adhere to.

The Charity has been able to run a Christmas Party event which was hugely successful and had a number of positive feedback responses. As always, local facilities were used to host the event.

We have been able to offer a wrap around service with Ysgol-Y-Graig school that has proved really successful and means that children who move on to the Reception class are already in familiar surroundings.

The number of children attending have been steadily increasing throughout the year which is a very positive step towards offering a full time provision in the future.

Financial Review

As per requirements, there will be a minimum of £3,500 held in the bank at any one time. This will ensure that all liabilities will be met without the Charity going into deficit.

There are currently no restricted funds as part of the accounts and all monies are held in an unrestricted general purpose fund. Presently there is no requirement for this to be reviewed, however, this could be reviewed in the future as and when grant funding is received.

At the end of FY 2022/23 there was a balance of £5582.25 in the account and overall during this year there was an excess of expenditure of £7350.86.

This is a significant difference to last year, however, the impact of having to pay premise rental is having an effect.

The main source of income continues to be through fees, with the main expenditure streams have being staff wages.

Donations and income from fundraising has been individually itemised this year.

Future Plans

The coming year will see more emphasis on promoting the Charity, in order to increase numbers. Fundraising will also be stepped up to ensure constant funding streams.

An events programme is already in place and the hope is to increase fundraising into the Charity.

Relationships with Ysgol-Y-Graig school will be strengthened in order to maintain good working relationships.

Charity Declaration

Signed on behalf of the Trustees of Little Acorns @ Ysgol-Y-Graig:

Signature: _____

Full Name: _____

Position: _____

Date: _____