



Little Acorns @ Ysgol-Y-Graig

Annual Trustees Report

Period 06 April 2023 to 05 April 2024

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:	07436 010902 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 relationships between all parties, to achieve the overall 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 4 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.

All staff and Trustees have undertaken Safeguarding training at the appropriate level.

Little Acorns @ Ysgol-Y-Graig rents a suitable space within Ysgol-Y-Graig school. This is a formal contracted agreement by Merthyr Tydfil County Borough Council, and an invoice is received for rent on a quarterly 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 – unless invoiced in a business capacity or via payroll.

Trustees meet once a month and are given the opportunity 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.

Committee meetings are held in the village tea rooms or rugby club, again, supporting the community and maintaining relationships.

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 had a high number of Flying Start children which means that the income has been received in a timely manner, enabling planning to coincide with income generation.

Little Acorns @ Ysgol-Y-Graig has been welcomed as part of the new Ysgol-Y-Graig school, and has been included in seasonal activities such as school trips, sports days and concerts.

Little Acorns @ Ysgol-Y-Graig continues to offer:

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

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

Due to time constraints there were no key fundraising activities this year.

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. This will continue into next year with the aspiration to become a permanent feature.

The number of children continue to increase and we have offered both full and part time provision.

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 2023/24 there was a balance of £14,570.62 in the account and overall during this year there was an excess of income of £8,988.37.

This is a significant difference to last year, but shows that Little Acorns @ Ysgol-Y-Graig is managing its finances well and absorbing any additional costs.

The increase in Flying Start provision has produced a steady income flow, meaning there are additional funds to purchase valuable resources.

The main source of income continues to be through fees and Flying Start provision, with the main expenditure streams being staff wages at 65% of overall expenditure.

There was an increase in agency staff wages this year, due to the increased numbers of children using the setting. These costs are covered by income and are no cause for concern.

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, with monthly open days planned. 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.

We will continue to work with Ysgol-Y-Graig school and their newly formed PTA, Friends of Ysgol-Y-Graig, to support strong working relationships.

Charity Declaration

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

Signature: _____

Full Name: _____

Position: _____

Date: _____

LITTLE ACORNS @ YSGOL Y GRAIG	
FINANCIAL YEAR:	2023/2024
PERIOD:	06 APR 23 to 05 APR 24

INCOME

	April	May	June	July	August	September	October	November	December	January	February	March	Apr to 05	TOTAL
Fees	£ 688.00	£ 1,599.50	£ 1,832.50	£ 1,363.00	£ 480.00	£ 957.50	£ 1,057.50	£ 1,095.00	£ 625.00	£ 1,209.00	£ 1,217.00	£ 861.50	£ 125.00	£ 13,110.50
Fundraising							£ 300.00							£ 300.00
Donation						£ 74.22								£ 74.22
Welsh Government Flying Start	£ 1,483.00	£ 7,347.88	£ 6,369.96	£ 2,450.00	£ 9,922.10	£ 7,640.60		£ 7,640.60	£ 7,258.57	£ 7,817.48	£ 15,446.28	£ 9,522.67	£ 350.00	£ 83,249.14
Welsh Government Grant														£ -
Cymryd Rhan Grant											£ 600.00			£ 600.00
RCTCBC Covid Grant														£ -
TOTAL INCOME	£ 2,171.00	£ 8,947.38	£ 8,202.46	£ 3,813.00	£ 10,402.10	£ 8,672.32	£ 1,357.50	£ 8,735.60	£ 7,883.57	£ 9,026.48	£ 17,263.28	£ 10,384.17	£ 475.00	£ 97,333.86

TOTAL INCOME FOR PERIOD: £ 97,333.86

EXPENDITURE

	April	May	June	July	August	September	October	November	December	January	February	March	Apr to 05	TOTAL
Day to day running costs*	£ 367.64		£ 372.37			£ 250.00	£ 683.71	£ 300.00	£ 770.83	£ 300.00	£ 53.11			£ 3,097.66
Wages	£ 4,090.02	£ 4,881.20	£ 5,093.63	£ 5,114.75	£ 3,734.37	£ 4,569.17	£ 4,768.86	£ 4,771.97	£ 4,692.43	£ 5,667.98	£ 5,785.41	£ 5,787.41		£ 58,957.20
Valleys Education Agency		£ 137.69					£ 563.23	£ 341.62	£ 2,032.78	£ 469.85		£ 181.94	£ 211.21	£ 3,938.32
Welsh Government Refund - FS							£ 348.81							£ 348.81
NEST Pension Conts	£ 90.13	£ 120.34	£ 203.13	£ 198.90	£ 253.13	£ 127.74	£ 202.28	£ 217.29	£ 228.56	£ 219.83	£ 215.05	£ 224.60		£ 2,300.98
Insurance													£ 280.92	£ 280.92
Rent				£ 2,180.83					£ 2,098.96		£ 4,361.66			£ 8,641.45
Staff Uniform								£ 1,272.00						£ 1,272.00
Bank Charges				£ 5.00	£ 5.00	£ 6.30	£ 5.00	£ 5.00	£ 5.00	£ 5.00	£ 5.88	£ 5.50		£ 47.68
HMRC					£ 1,180.68			£ 932.64			£ 1,220.16			£ 3,333.48
Pre-School Learning Alliance	£ 56.70	£ 311.04					£ 48.00						£ 326.59	£ 742.33
Office Equipment					£ 331.95				£ 176.99					£ 508.94
Staff Gifts				£ 53.20	£ 232.04							£ 100.00		£ 385.24
Educational Trip				£ 225.00										£ 225.00
Resources			£ 52.72	£ 44.43		£ 2,622.00			£ 279.99			£ 951.44		£ 3,950.58
DBS Check			£ 120.00										£ 159.90	£ 279.90
ICO Annual Fee		£ 35.00												£ 35.00
TOTAL EXPENDITURE	£ 4,604.49	£ 5,485.27	£ 5,841.85	£ 7,822.11	£ 5,737.17	£ 7,575.21	£ 6,619.89	£ 7,840.52	£ 10,285.54	£ 6,662.66	£ 11,641.27	£ 7,250.89	£ 978.62	£ 88,345.49

TOTAL EXPENDITURE FOR PERIOD: £ 88,345.49

FINANCIAL YEAR ANALYSIS

TOTAL INCOME	£ 97,333.86
TOTAL EXPENDITURE	£ 88,345.49
TOTAL EXCESS OF INCOME/(EXPENDITURE)	£ 8,988.37

**TREFECHAN TODDLERS PRE-SCHOOL
FINANCIAL STATEMENT OF ACCOUNT
06 APRIL 2023 to 05 APRIL 2024**

INCOME

Fees
Flying Start Income
Fundraising
Donation
Cymryd Rhan Grant

EXPENDITURE

Wages
Day to Day Running Costs
Staff Uniform
NEST Pension Conts
Insurance
Rent
Bank Charges
HMRC
Agency Fees
Pre-School Learning Alliance
Resources
Office Equipment
Staff Gifts
Educational Trip
DBS Check
ICO Annual Fee

EXCESS OF INCOME/(EXPENDITURE)

* Accounts have been prepared on a cash basis and therefore have no Debtors or Creditors.

£	13,110.50
£	82,900.33
£	300.00
£	74.22
£	600.00
£	96,985.05

£	58,957.20
£	3,097.66
£	1,272.00
£	2,300.98
£	280.92
£	8,641.45
£	47.68
£	3,333.48
£	3,938.32
£	742.33
£	3,950.58
£	508.94
£	385.24
£	225.00
£	279.90
£	35.00
£	87,996.68

£	8,988.37
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LITTLE ACORNS @ YSGOL-Y-GRAIG
FINANCIAL STATEMENT OF ACCOUNT
06 APRIL 2023 to 05 APRIL 2024

Opening Balance	£	5,582.25
Add		
Credits to account	£	97,333.86
	£	<u>102,916.11</u>
Deduct		
Debits from account	£	88,345.49
	£	<u><u>14,570.62</u></u>

Reference:
Bank Statement Sheet 49 to Statement Sheet 81

Notes:



INDEPENDENT EXAMINERS REPORT

REPORT TO THE TRUSTEES OF – Little Acorns @ Ysgol-Y-Graig

ACCOUNT PERIOD – 06 April 2023 to 05 April 2024

REGISTERED CHARITY NUMBER – 1193658

I report to the Trustees of Little Acorns @ Ysgol-Y-Graig ("the trust") on the examination of the accounts for the year ending 05 April 2024.

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirement 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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: _____

Date: 25 October 2024

Name: Catherine Louise Parkes

Company: CLP Bookkeeping & Accountancy
18 Maple Crescent
Trefechan
Merthyr Tydfil
Mid Glamorgan
CF48 2EH



18 Maple Crescent, Trefechan, Merthyr Tydfil, CF48 2EH



07752 023720



catherineparkesbookkeeping@gmail.com



OBSERVATIONS

Following the Independent Examination I have also noted the following observations, which may be of use during your next AGM/Committee Meeting:

- The charity holds a constitution that has clear objectives of the charity and its use of finances.
- Now that the Charity has an increased income it may be an opportune time to review the Reserves Policy.
- There are regular committee meetings which are fully documented.
- The Trustees Report is a comprehensive account of the financial state. It contains full explanations making easy reading for non-finance committee members.
- This year there was an excess of income of £8,988.37.
- Financial reserves are managed well.
- The charity has no trading accounts, restricted accounts or designated funds.
- The charity is well run with engagement from the committee.

Overall, this is a very well run charity that manage their income well. There is a clear understanding of the need to maintain a financial reserve and how much that financial reserve needs to be to meet arising liabilities.

Signed: _____

Date: 25 October 2024



18 Maple Crescent, Trefechan, Merthyr Tydfil, CF48 2EH



07752 023720



catherineparkesbookkeeping@gmail.com