



CHARITY COMMISSION
FOR ENGLAND AND WALES

LECHLADE LITTLE LEARNERS 275208

Receipts and payments accounts

CC16a

For the period
from

1/4/22

To

31/3/23

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Nursery grants	45,078	-	-	45,078	54,529
Children's fees	11,497	-	-	11,497	15,818
Milk refund	-	-	-	-	-
Grant	800	-	-	800	4,386
Fundraising	312	-	-	312	1,324
Donations	1,184	-	-	1,184	354
Interest	44	-	-	44	5
Other receipts	225	-	-	225	135
Sub total (Gross income for AR)	59,140	-	-	59,140	76,551
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	59,140	-	-	59,140	76,551
A3 Payments					
Employment costs	59,081	-	-	59,081	63,013
Training & Travel costs	1,528	-	-	1,528	150
Premises	449	-	-	449	4,293
Subscriptions	-	-	-	-	158
Insurance	1,091	-	-	1,091	1,393
Administration	1,901	-	-	1,901	1,493
Refreshments	-	-	-	-	16
Consumables	2,582	-	-	2,582	3,960
Payroll fees	479	-	-	479	385
Fundraising costs	-	-	-	-	20
Other	672	-	-	672	472
Sub total	67,783	-	-	67,783	75,353
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	19,358	-	-	19,358	804
Sub total	19,358	-	-	19,358	804
Total payments	87,141	-	-	87,141	76,157
Net of receipts/(payments)	- 28,001	-	-	- 28,001	394
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	52,369	-	-	52,369	51,975
Cash funds this year end	24,368	-	-	24,368	52,369

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds	Restricted funds	Endowment funds
		to nearest £	to nearest £	to nearest £
B1 Cash funds				
	Barclays Current Account	1,827	-	-
	Barclays Active Saver	6,942	-	-
	Barclays contingency fund	15,599	-	-

Total cash funds	24,368	-	-
(agree balances with receipts and payments account (s))			

B2 Other monetary assets

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

B3 Investment assets

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-

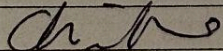
B4 Assets retained for the charity's own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	
		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	CLAIRE STOWE	30.1.24



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's
report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

LECHLADE LITTLE LEARNERS

On accounts for the year
ended

31/3/23

Charity no
(if any)

275208

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below~~*) 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.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

30/1/24

Name:

STACEY CLIFFORD BROWN

Relevant professional
qualification(s) or body
(if any):

FCCA

Address:

115 PERRINSFIELD

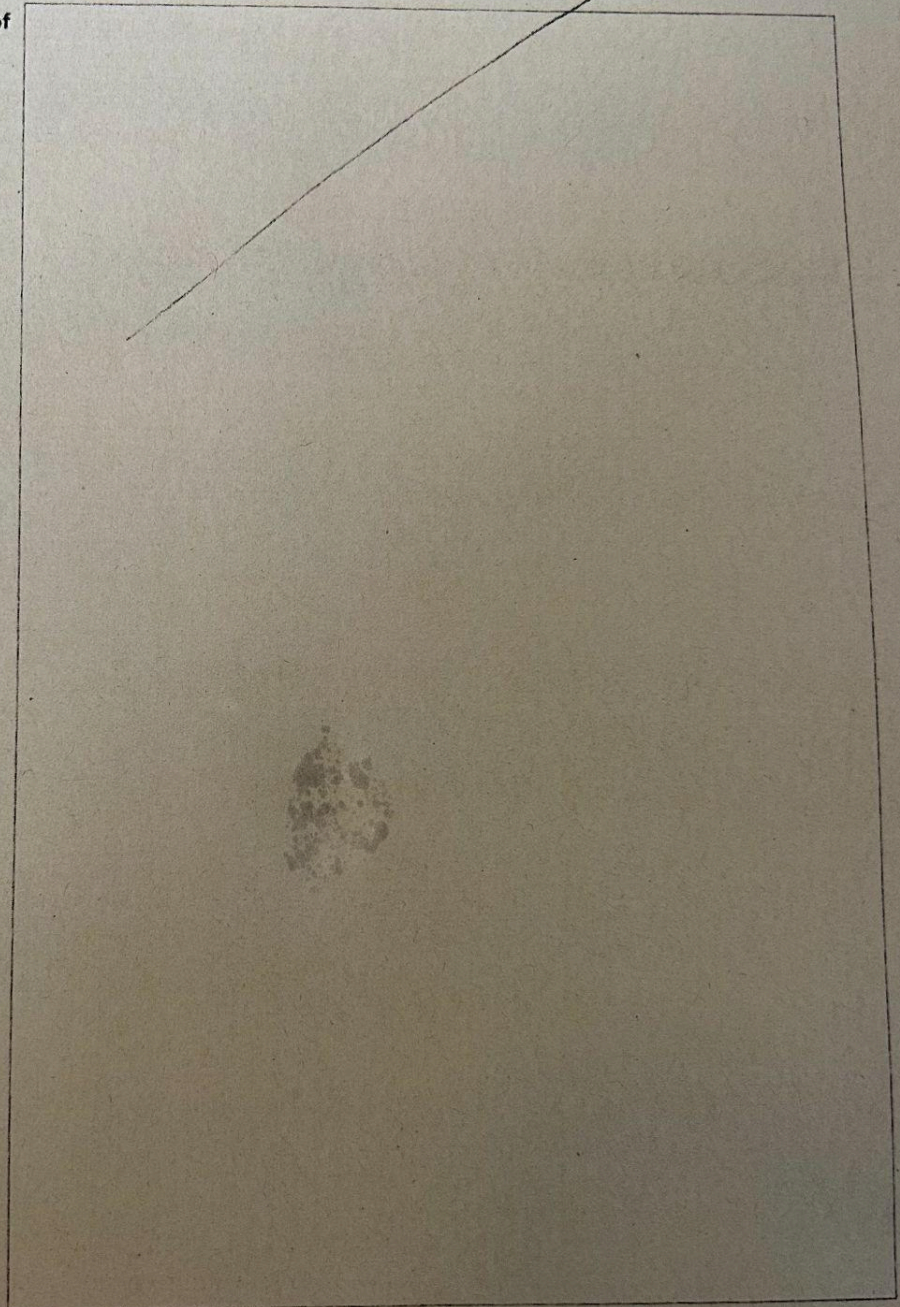
LECHLADE

GL7 3SE

Section B**Disclosure**

Only complete if the examiner needs to highlight 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.



Meeting No:	52 (2023 AGM)
Date:	Thursday, 18 th May 2023
Time:	7.30pm
Location:	Lechlade Little Learners

Attendees	Initials	Role	Attendees	Initials	Role
Hazel Adamson	HA	Manager	Elna Griffiths	EG	Member
Claire Stowe	CS	Chair	Becky Musson	BM	Secretary
Judy Hurt	JH	Treasurer			

Item	Regular Minutes	
	<u>Bank total 18.05.2023</u> Current account £14280.95 Contingency fund £15,599 Active Saver £1941.77 Total £31,821.72	
	18/05 - 21 children on roll.	

For review next time					
No: [Meeting Number:Action Number]	Discussion / Action	Status (Open/ Closed/ Carried forward)	Owner	Date Raised	Action Due
40.4	Fundraising - Hamper raffle: plan for end of summer term leavers party.. - Future ideas: Quiz, Wine and cheese tasting, Auction of promises, balloon trail, nearly new sale in spring after Feb half term, sponsored nature walk / treasure hunt easter hols, jumble sale - Agreed one event per term	Open	All	May 2021	Ongoing
46.3	Bank signatories Need to remove Becky and Stacey and add Claire and Judy. <i>14/07 Bank didn't process signatory change and so Hazel re-sent.</i> <i>15/09 Hazel sent the letter and now has to call and confirm she is who she is!</i> 17/11 – Still not resolved although Barclays said new	Open	BM	May 2022	April 2023

	<p><i>signatories have been set up. Judy will contact Barclays to try and resolve.</i></p> <p><i>26/01/23 Becky to call Barclays to try and resolve.</i></p> <p><i>23/03 – Claire and Judy added 😊 Becky to contact Barclays to get her and Stacey removed</i></p> <p><i>18/05 – Becky to check if she can still log in.</i></p>				
47.9	<p>Payroll</p> <p>Manager to teach deputy manager how to do payroll in case she is off sick. 15/09 – carried over 17/11 – carried over. 26/01 – carried over. 23/03 – carried over 18/05 – carried over</p>	Open	HA	July 2022	May 2023
47.13	<p>Ofsted – Change of Nominated Person</p> <p>Hazel needs to update DBS and can then complete the process. 23/03 – In progress with Hazel. 18/05 - Continuing</p>	Open	HA	July 2022	April 2023
47.14	<p>Future Committee</p> <p>Need new members and consider our options for the constitution in next meeting. 15/09 – Options: Re-write constitution to remove need for parents, but still need trustees. Become a CIO. Join with school. As a first step, Hazel to speak with Fairford Manager and start to create a business plan / compelling story. 17/11 – Hazel to contact Fairford. 26/01 – Agreed not to approach Mr Souter. Agreed that we should update the constitution to enable us to broaden pool of potential committee candidates. Aim for combination of stable members and rolling parents. Claire will try and progress. 23/03 – Discussed change of constitution. Proposal of 4 core Trustees Chair, Treasurer, Manager and Secretary who meet 6 times a year. Then have more parents as members (similar to FOSLS) who attend 3 times a year, and focus of these meetings would be fundraising, social events and voting on key spending. This FOALS group would have less responsibility. Promote this group and start promoting in September. Hazel to check if DBS etc is needed for fundraisers. Consider timing of meetings to be easily accessible for parents to join.</p> <p>Claire and Hazel to draft a proposal for review at AGM.</p> <p>18/05 – Hazel is working on the new constitution but still assessing members vs trustees.</p>	Open	CS / HA	July 2022	July 2023
49.01	<p>Courses</p> <p>EY leadership course free which Hazel is doing</p> <p>SENCO free qualification for Hazel and Kimmi</p> <p>Level 3 for Harriet – should complete early 2023</p> <p>18/05 – Harriett and Libby continuing their qualifications.</p>	Open	HA	Nov 2022	Ongoing
52.01	<p>Fees</p> <p>Agreed to start increase from September 2023. £7 per hour. Hazel to communicate.</p>	Decision			
52.02	<p>FOLLies</p> <p>Setting up and advertising after half term and hoping people will join. Elna will bridge FOLLies and committee</p>	Open	HA / EG / CS	May 2023	June 2023
52.03	<p>Committee Changes</p> <p>Lizzie unfortunately stepped down from the committee for personal reasons.</p>	Info only			

	No other committee changes				
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Closed Actions					
No: [Meeting Number: Action Number]	Action	Status (Closed)	Owner	Date Raised	Closed date
42.7	Electricity Meter <i>18/05 – Rebate received</i>	Closed	HA	Oct 2021	Feb 2023
47.12b	EYFS Plan a short session for September so committee are familiar with EYFS and mandatory requirements. <i>18/05 – Closing, agreed to close</i>	Closed	HA	July 2022	May 2023
51.01	Pay rises Statutory increase is 9.7% to minimum wage to £10.42 Claire and Judy to clarify what each persons pay rise should be. <i>18/05 – Completed and closed</i>	Closed	CS / JH	March 2023	April 2023
51.02	Recruitment Additional staff member is really required and so Hazel will advertise in next couple of days. Needs to be someone qualified. <i>18/05 – On hold until further notice</i>	Closed	HA	March 2023	April 2023
50.01	Savings account Claire to investigate if we can get better interest rate 23/03 – Claire found an account we could earn about £500pa and so agreed would be worth moving the contingency fund to a higher interest account. Claire will get more details. Need to ensure dual signatory. <i>18/05 – On hold until clearer on finance position</i>	Closed	CS	July 2023	Ongoing

Attendance at Previous Meetings (To be completed as a tracker of people in attendance when key decisions made).
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Name	Date	Date	Date	Date	Date	Date
Claire Stowe <small>Chair since 26/05/22</small>	14/07/22	15/09/22	17/11/22	26/01/23	23/03/23	18/05/23
Hazel Adamson	14/07/22	15/09/22	17/11/22	26/01/23	23/03/23	18/05/23
Becky Musson <small>Secretary since 26/05/22</small>	14/07/22	15/09/22	17/11/22	26/01/23	23/03/23	18/05/23
Lizzie Davey	14/07/22	15/09/22	-	26/01/23	23/03/23	Left committee

Judy Hurt Treasurer since 26/05/22	14/07/22	15/09/22	17/11/22	-	23/03/23	18/05/23
Elna Griffiths	14/07/22	15/09/22	-	26/01/23	23/03/23	18/05/23

Summary

This year has gone by so fast. There have been lots of changes – both to the team and the setting – but things are feeling settled now and the space is working well, which is a real pleasure to see and credit to all the team.

Team

It was a rocky start to the year, with 2 long term employees leaving in quick succession. After some ongoing difficulties, Kim decided to hand in her resignation. It was a huge shock to everyone but the team pulled through admirably and I am pleased to hear she is very happy in her new role. Shortly afterwards, Jo decided to move on to new ventures too. We were incredibly lucky to have had two such experienced and caring team members for so long and their unwavering commitment to the setting was so appreciated by both staff and families.

Over the summer we advertised for a new team member and were lucky enough to recruit Libby. She is energetic and friendly and has slotted into the team brilliantly. She is currently doing her Level 2 apprenticeship and we hope this will be the first of many happy years for her at Little Learners.

Harriet is such an asset to Little Learners. She is always happy, level-headed and dependable – a very well-loved member of the team. Despite frustrating delays with her Level 3 qualification, she is due to complete very soon which will help ratios in the setting enormously.

Kimmi is an absolute rock. She remains a constant source of support and strength for Hazel and seems to have a never-ending supply of energy and ideas. She is always smiling, even through the tough times, and we are so lucky to have her as our Deputy Manager.

Hazel has shown incredible strength this year as Manager. Yet again, she has faced some really gritty situations – emotional staff departures, low numbers and difficult ratios, caring for challenging children and supporting families in need. But she has dealt with all these superbly. Her calm, professional and diligent approach is so impressive and we as the committee, couldn't be prouder or more grateful for everything she does. Thank you so much.

Hazel and I have regular catch ups and I have so enjoyed getting to know her better. She does so much for Little Learners behind the scenes. Her love for the children and dedication to the staff and setting blows me away. I genuinely don't know what we would do without her.

The committee was happy to offer all staff pay increases for the 7th year running in recognition of all their hard work and we hope it goes some way in helping towards the frightening increases in cost of living. We are very mindful that this continues to be a real challenge to everyone, and although we try our hardest to keep fees as low as possible, we may have to consider another increase for September.

On behalf of all the committee, a massive thank you to all the staff for all the bottoms wiped, plasters applied, snacks prepared, floors mopped, paintbrushes washed, games played, stories read and hugs given. You are the reason Little Learners is the safe, creative, happy and loving preschool which it is.

Committee

It has been a huge honour to step up into the Chair role since last May, especially as they were such big shoes to fill! Becky, you did such an amazing job for so long and I really want to thank you for all your help and support which you have given me this year as I learn the ropes. I am also very aware that you had hoped to be gone by now, but instead you are still here being our wonderful Secretary! This is very much on mind and we will try and release you as soon as possible.

Judy has effortlessly slotted into the Treasury role and we are so grateful for all the wisdom and experience which she brings to the committee. It has been great working with her and I look forward to many more years together I hope.

Elna has been a stoic member of the committee for the last year. She is full of ideas, is a wise sounding board and always offers to help when help is needed. We are so grateful to have you on board!

Lizzie has been a loyal member for over 2 years now and has provided incredible support to me and the committee. It is with great sadness that we must lose her when she moves to Oxford this summer. She will be sorely missed.

Recruiting new committee members continues to be a real struggle despite our many efforts of advertising this year. We explored the possibility of converting to a Charitable Incorporated Organisation, or approaching Mr Soutar in view of merging with the school, but after much debate, it was decided best to continue as we are. However, we are planning to change our constitution so that we are not committed to having so many parents on the committee, and instead, encourage parents to join a separate fundraising team called FOLLies. I am really excited about this and hope that by being less daunting and admin-based, it will become a fun and effective enterprise.

Projects

Last May we bit the bullet and invested over £13k to re-surface the outdoor garden with bonded rubber mulch. Although this was a scary amount to be spending, it has proved money well spent. The garden is now child-friendly all year round and it even withstood the hottest summer (40 degrees) and coldest winter (-11 degrees) on record! Together with the new deck and doors, the children can free-flow between indoors and outdoors and has helped staff watch over the children more easily as they engage in different activities.

We had a successful summer of fund-raising, most notably £340 between the Jubilee and school fetes, which Becky then kindly doubled through her £4£ work scheme. Since then it has been slow, mainly due to not wanting to add extra financial pressures on our families. However, we cannot afford to put fund-raising projects on hold anymore, so this year we need to get re-invigorated.

The Lions very kindly donated a food bank which is located outside our gates and has provided so many families with much-needed help over the last year. We are so grateful to all our donors who support Little Learners.

Closing remarks

This year more than ever, I am so aware and grateful to everyone in the Little Learners family, especially to you, the committee members. We live in such a busy world and we all have to juggle so much. It's a big ask for you to give up your time, your evenings, your energy and your brain

space. So thank you. You and what you do are so appreciated. Here's to keeping Little Learners happy and thriving for another year, whatever the universe throws at us!

AGM 18 th May 2023

This year has certainly been the year for change and development. The setting has seen a large transformation with the new decking, doors, and the garden refurbishment. This has been at a significant cost to the setting but an amazing asset for the future. All the families past and present have been very positive about the changes and have told us how much of an asset we are to the local area. We continue to improve the look and feel of the setting even in small ways with redecorating, adding new resources and looking at ways we can improve the provision especially with an ever-changing cohort of children. Another large change we have seen has been with staffing. After losing two long standing staff members to pastures new we were lucky to recruit one of our parents as a new practitioner. Libby has settled into the setting well; she is working hard on her level two apprenticeship which we have been very fortunate to receive funding for. Libby brings new life to the setting; she is willing to learn and has really become part of the Little Learner family. Harriet is continuing with her level 3 after some issues with the provider we have found her a new more proactive provider who are working hard with her to get the qualification. We are hopeful that it won't be too much longer before she is qualified. Harriet continues to be a great team member, with a passion for the children and enjoyment of her job.

I have to say a huge thank you to Kim for the last year and every year since being here. She is one in a million who we are so privileged to have as part of Little Learners. Kim stepped up in May when I had some time off and is always there to take the slack when things get tough. She has completed the Department for Education SENCO course which gives her more knowledge of the role of the SENCO and enables her to support me more in the role.

I myself have also been able to complete the SENCO course which has given me more knowledge and confidence in the role of a SENCO. Me and Kim we both extremely lucky to have been able to do the course due to the numbers and them restricting how many people from a setting did it. I am also working my way through a National Professional Qualification in Early Years Leadership and hope to complete that next year.

Our numbers have been significantly lower this year which has impacted on us financially. It has though given us time to settle Libby into the setting and give all the children in our setting the best care and education. We are seeing that since covid children are needing much more support with their play and independence, they are also needing a lot of personal, social, and emotional development. Having less children has allowed us to really focus on those areas and hopefully give the children the best time during their early years.

As a team we have been tested over this last year and continue to be tested with the ever-changing world and way of life. We are seeing more safeguarding issues as well as children with SEND. We are proud of the setting we have created and the reputation we have in the local community. We are trusted with people's most precious beings, and we try to provide the best care, education and support we can. We pride ourselves on building strong relationships with families and being people, they can confide in and trust. Our families have so many positive things to say about us and the staff and I couldn't be prouder of everyone for their continued hard work and dedication to Little Learners.

Being the manager at Little Learners is so much more than a job. Even when times are tough, I love my job and the children within the setting. Every year I have the immense privilege of meeting new families and being a part of their lives. Watching the children change and develop during their time in the setting is exciting and gives me an overwhelming feeling of pride. There will always be bumps in the road and challenges but as a team we will work through them and overcome anything that is thrown at us. We do what we do for the children, and they are the reason we continue to come to work everyday and have passion for our job.

Thank you again for all the work the committee has done and continues to do. I hugely appreciate everything you have done and continue to do. I know the last year has brought some difficulties but you have always been a huge support and sounding board for me.

Treasurers Report for AGM 18th May 2023

The set of accounts you have before you are for the last 3 years. The April 2022 to March 2023 is yet to be accredited by our independent accountant but will be sent off in due course. They are due to be filed by 31st January 2024. I thought it would be good to review the figures for the past 3 years as a comparison.

Unfortunately, the figures for last year after taking off the cost of the new outside surface, decking and French doors, leaves a deficit of £9118.13 which means that our income is not covering expenditure. This is mainly due to low children numbers which means less nursery grants and fees. We are down £17357.00 from the previous year.

We received £700.00 from the Lions and an electric refund of £3024.00 so if we hadn't had these the situation would have been even worse.

Extra expenditure for the year was staff training and the family app has increased but other than that most costs have stayed about the same. In fact, some have gone down.

The wages for the coming year will increase due to the rise in minimum hourly rate. I know we put the fees up last September but may have too again.

Going forward we need to review figures for the coming year as we cannot sustain the same loss this year.

We had planned to invest £15000.00 into a bond for a year to gain a better return than the bank for a year but may not be possible if the expenditure keeps outstripping the income.