



6<sup>th</sup> November 2018

## Trustee's Annual Report

Acorns pre-school and before and after school club provides childcare for children aged 2 – 4 years of age as well as offering wrap around care outside of school hours for children aged 4 – 10 years. We provide a stimulating, caring environment for children from the local community and surrounding area. A dedicated team of staff and active voluntary committee oversee the running of Acorns.

The committee members are elected at the annual general meeting and serve on the committee for one year, at which time they may be voted to serve for a further period. We adopted the Pre-school Learning Alliance Constitution on 1<sup>st</sup> September 2015. The committee meet half termly to discuss the running of the setting and make decisions, requiring a majority number in a vote.

During the last year our numbers have been steady. The pre-school has provided for the education and development of children under statutory school age and strives to encourage parents to take part in their learning. We are active in participating in community activities and in return the community support us. The before and after school club provides extended care for those children of working families. We offer opportunities for physical activities balanced with time for the children to relax after the school day. Breakfast and a light tea are provided for the children. We aim to offer equal opportunities to all.

Acorns has an extensive range of policies, explaining our practice, which are available to all parents. These include a financial policy which details our charging procedure and information on the reserve balance we hold. This balance is to cover emergency closure when staff will need to be paid to retain them until we can re-open. A reserve to cover three months closure expenses will be held. At present we are working to build a further reserve which is earmarked to fund the extension of our building. With the introduction of 30 hour funding we have needed to remain aware of the limitation this puts on our income. To date we have seven children using the 30 hour funding. This combined with the increased rental charged by the school for premises means we must look to extend our provision in a manner which still offers a good quality childcare. We have advertised our services in the local community and surrounding area and ensure we maintain our well trained staff, offering them the opportunity for professional development.

The trustee's confirm that they have complied with their duty and given due regard to the guidance on public benefit published by the charity commission. Major risks to which the charity is exposed have been identified and systems put in place, through or policies and procedures adopted, to manage these risks.

Acorns & Conkers, Spooner Row Primary School, Station Road, Wymondham, Norfolk,  
NR18 9JR,

Tel 01953 605551 or 07747886868

Registered Charity No: 1105491

email: [acorns@spoonerow.norfolk.sch.uk](mailto:acorns@spoonerow.norfolk.sch.uk)

Spooner Row Acorns Pre-school & Conkers Out of school Club

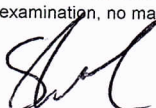
Receipts & Payment Account  
For the Year Ended 31 August 2018

Unrestricted Funds  
2018 2017

	£	£	£	£
<b>Income</b>				
Acorns Income				
Fees		17,563		18,132
NCC Funding		32,080		32,496
Fundraising		1,704		1,540
Grants & donations		468		-
Bank interest		8		7
Other		0		-
Subtotal		51,823		52,175
Conkers Income				
Fees		24,112		21,965
Fundraising		0		-
Grants & donations		0		-
Other		0		-
Subtotal		24,112		21,962
<b>Total Income</b>		<b>75,934</b>		<b>74,140</b>
<b>Expenditure</b>				
Acorns Expenditure				
Wages (inc. PAYE/NIC & pension)	43,786		42,605	
Equipment	909		660	
Consumables/Refreshments	-111		942	
Fundraising	208		473	
Utilities	831		437	
Insurance	865		844	
Membership & Subscriptions	0		151	
DBS Checks	26		81	
Training	405		229	
Hall Hire	41		42	
Repairs & Maintenance	428		820	
Printing & stationery	85		-	
Outings & Presents & Other	1,100		80	
Subtotal		48,573		47,365
Conkers Expenditure				
Wages (inc. PAYE/NIC)	15,590		14,907	
Equipment	160		-	
Consumables/Refreshments	2,200		1,500	
Utilities	0		681	
matienance	0		255	
Insurance	0		-	
Advertising	780		140	
DBS Checks	0		-	
Training	0		40	
Outings & Presents	0		-	
Subtotal		18,731		17,523
<b>Total Expenditure</b>				<b>64,888</b>
<b>Net Receipts for the Year</b>		<b>8,631</b>		<b>9,252</b>
Cash & Balances B/F	49,751		40,498	
		49,751		40,498
Cash & Bank Balances C/F		<u>58,382</u>		<u>49,751</u>
<b>Represented by:</b>				
Acorns Current Account		19,948		16,705
Conkers Current Account		23,407		18,026
Reserve Account		15,027		15,020
		<u>58,382</u>		<u>49,751</u>

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination in connection with my examination, no matters have come to my attention.

Signature:



Print Name: Shaun Moore FCCA

Date:

22/10/2018

Spooner Row Acorns Pre-school & Conkers Out of school Club

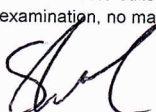
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