

ACORN PRESCHOOL (DUSSINDALE)



UNAUDITED ANNUAL REPORT

FOR THE YEAR ENDED 31 AUGUST 2024

ACORN PRESCHOOL (DUSSINDALE)

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ACORN PRESCHOOL (DUSSINDALE)

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 AUGUST 2024**

Trustees	Mr A Roberts, Chair Mr J King, Treasurer Ms N Webb, Secretary
Charity registered number	1027104
Contact address	Dussindale Primary School Vane Close Norwich NR7 0US
Independent examiner	Peadar Langan CIMA

ACORN PRESCHOOL (DUSSINDALE)

TRUSTEES' REPORT FOR THE YEAR ENDED 31 AUGUST 2024

The Trustees present their annual report together with the unaudited financial statements of the Charity for the year ended 31 August 2024.

Objectives and activities

a. Policies and objectives

The objects of Acorn Preschool (Dussindale) as set out in its governing document are to advance the education of children below compulsory school age in Norwich, by:

- (a) Providing safe and satisfying group play, in which parents have the right to take part; and
- (b) Encouraging other charitable activities through which parents may help the children.

Set up in 1977, Acorn Preschool is a community based registered charity run by a committee of parents. Although we are situated within Dussindale Primary School, we are an independent preschool with our own entrance and facilities including indoor and outdoor play areas.

b. Activities undertaken to achieve objectives

As a pre-schooler, your child will be at the first stage of learning and our activities reflect this, based on the government framework the Early Years Foundation Stage (EYFS). This covers seven areas of development and aims to give children a range of experiences to help them develop the right skills and attitudes for later learning.

At Acorn Preschool we offer a warm, stimulating environment for your child, led by a friendly, professional team who are passionate about what they do. Every child is treated as an individual with differing needs and encouraged to develop at their own pace. Our aim is to create a positive partnership with you and your child so that by the time they leave us your little one is happy, confident and ready to move on. Every child is different and we believe they should be allowed to flourish in their own way.

We have a team of 7 practitioners who look after the children plus a committee of parents who are responsible for the management of the preschool. Our children are aged from 2 years to 4 years 11 months and all of them love fresh air and messy mitts! Our outdoor play area and indoor activities give them everything they need to fill their day with fun.

The breakdown of our staffing is:

Zoe Cramer (Level 6), Bev Newstead (Level 3), Janine Myhill (Level 3), Gemma Pendrill (Level 3), Katrina Robinson (Level 3), Chloe Morton (Apprentice working to Level 3) and Evie Wones (Apprentice working to Level 3).

Achievements and performance

a. Review of activities

2023-24 has been another challenging but successful year at Acorn Preschool. We continue to receive enquiries and occupancy levels remain strong. Following the year end, the Preschool received its inspection from Ofsted, and management and the committee were delighted with the overall 'Good' rating.

ACORN PRESCHOOL (DUSSINDALE)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2024

We were thankful to be able to return to our normal fundraising calendar this year following a couple of more restricted years during the pandemic.

- We raised £347 for the Autumn Scavenger Hunt which was the only fundraising event to take place during this financial year.

We continue to ask parents for donations when paying their termly invoices across and last year, their generosity brought in an additional £112. During the year we received £795 comprised of donations given through parents as well as one government payment of £500 which is an incentive payment from Government/City College Norwich for hiring an apprentice.

With the funds we did raise we were able to buy some new books for setting; children's gifts for Christmas presents as well as the food and crafts for the last week of term Christmas activities.

Occupancy levels have been relatively consistent over the last couple of years with a break down as follows:

September 2022 (87%)	September 2023 (88%)	September 2024 (78%)
January 2022 (94%)	January 2023 (97%)	January 2024 (97%)
April 2022 (99%)	April 2023 (97%)	April 2024 (102%)

Financial review

a. Financial position

Total receipts for the year amounted to £160,118 (2023: £148,544) against overall payments of £157,791 (2023: £142,284). Staff costs including gross salaries, social security and employers pension contributions amounted to £131,738 (2023: £123,395), representing 83.0% of payments (2023: 86.7%).

The charity also received SEN funding of £5,582 during the year (2023: £12,396).

b. Reserves policy

Total funds at 31 August 2024 amounted to £80,977 (2023: £78,650) and the charity held no restricted funds in either year.

The Trustees have examined the charity's requirements for reserves in light of the main risks to the association. Trustees have established a policy that the charity's free cash reserves should represent sufficient capital to mitigate a significant unforeseen event or irrecoverable drop in funding as well as discharging all financial and contractual liabilities. The policy agreed is to maintain free reserves of at least 3 months of non-staff related expenditure plus contractual redundancy costs which amounts to approximately £40,000.

ACORN PRESCHOOL (DUSSINDALE)

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2024

The charity continues to meet its reserves target, though Trustees are mindful that recent inflation particularly in relation to staff costs have increased pressure on the model which will continue to be monitored going forwards.

c. Principal risks and uncertainties

Trustees have a duty to identify and review the risks which the charity is exposed to and to ensure proper controls are in place to mitigate those risks.

Trustees determine the principal risks to the charity to be:

- Changes by the government to the early years funding formula
- Retention of staff
- Non-payment by parents for paid places
- Consistency and longevity of the preschool committee

d. Principal sources of funding

The charity's principal source of funds in the financial year ended 31 August 2024 was in relation to 2, 3 & 4 year old funding from Norfolk County Council. The preschool also receives income from 3 hour paid sessions, the lunch club and an allocation of SEN funding which are summarised on the following pages.

Structure, governance and management

a. Constitution

The charity is registered with the Charity Commission (charity no. 1027104).

Acorn Preschool (Dussindale) is a charity governed by a constitution dated 5 October 1993, as amended 7 December 2020, which established the objects and powers of the organisation and its trustees.

b. Organisational structure and decision making

The charity is governed by a committee of Trustees which meets every two months and are responsible for overseeing the operations of the charity in accordance with its stated charitable objects. All trustees must be approved by Ofsted.

The preschool Manager is responsible to Trustees for both the day to day operations of the charity and its development.

Statement of Trustees' responsibilities

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;

ACORN PRESCHOOL (DUSSINDALE)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2024

- observe the methods and principles of the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011 and the Charity (Accounts and Reports) Regulations 2008. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on their behalf by:



Mr A Roberts, Chair



Mr J King, Treasurer

Date: 26 June 2025

ACORN PRESCHOOL (DUSSINDALE)

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ACORN PRESCHOOL (DUSSINDALE)
ON THE ACCOUNTS FOR THE YEAR ENDED 31 AUGUST 2024**

I report to the charity Trustees on my examination of the accounts of the charity for the year ended 31 August 2024 which are set out on pages 1 to 9.

Responsibilities and basis of report

As the Trustees of the charity 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 charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all 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 in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- 2 the accounts do not accord with those records

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

Signed: 
Peadar Langan CIMA

Date: 27/06/2025

ACORN PRESCHOOL (DUSSINDALE)

**RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 AUGUST 2024**

	2024 Unrestricted Funds £	2024 Total Funds £	2023 Total Funds £
RECEIPTS			
2 Year Old Funding	19,794	19,794	19,454
3 & 4 Year Old Funding	104,031	104,031	85,079
3 Hour Sessions	15,733	15,733	16,325
Lunch club	13,490	13,490	13,632
Donations and other income	795	795	1,016
EYPP	209	209	346
Fundraising	347	347	216
Late Collection Charge	137	137	80
SEN Funding	<u>5,582</u>	<u>5,582</u>	<u>12,396</u>
TOTAL RECEIPTS	160,118	160,118	148,544
PAYMENTS			
Advertising and marketing	1,457	1,457	1,300
Agency staff	-	-	-
Arts and Crafts Materials	1,521	1,521	1,293
Audit and accountancy fees	1,222	1,222	2,060
Bank fees	64	64	65
Consumables for the setting	1,842	1,842	2,266
Educational Visits	215	215	203
Employers NI	4,224	4,224	2,993
Equipment for the business	5,070	5,070	170
Fundraising expenses	44	44	13
General expenses	176	176	192
Insurance	990	990	-
IT Software and Consumables	458	458	595
Memberships and subscriptions	815	815	2,219
Pensions costs	2,061	2,061	1,925
Postage, freight and courier	51	51	62
Printing and stationery	971	971	372
Professional services	1,194	1,194	263
Rent	3,788	3,788	3,790
Salaries	125,453	125,453	118,477
Staff consumables	177	177	130
Staff training	375	375	485
Staff uniform	549	549	138
Telephone and internet	312	312	280
Toys, books, equipment and electrical items	1,237	1,237	852
VAT	<u>3,525</u>	<u>3,525</u>	<u>2,141</u>
TOTAL PAYMENTS	157,791	157,791	142,284
NET (PAYMENTS)/RECEIPTS	2,327	2,327	6,260
CASH FUNDS B/FWD	78,650	78,650	72,390
CASH FUNDS C/FWD	80,977	80,977	78,650

ACORN PRESCHOOL (DUSSINDALE)

REGISTERED NUMBER: 1027104

**STATEMENT OF ASSETS
AS AT 31 AUGUST 2024**

	2024 £	2024 £	2023 £
	Unrestricted Funds	Total funds	Total funds
CASH FUNDS			
Reserve account	36,803	36,803	36,154
Current account	44,174	44,174	42,496
Total cash funds	<u>80,977</u>	<u>80,977</u>	<u>78,650</u>
Total funds	<u>80,977</u>	<u>80,977</u>	<u>78,650</u>

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:



Mr A Roberts
Chair



Mr J King
Treasurer

Date: 26 June 2025

ACORN PRESCHOOL (DUSSINDALE)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2024**

1. Transactions with Trustees

The trustees are not entitled to and received no remuneration from the charity during the period.