

BUSY BEES PRE-SCHOOL PLAYGROUP
Income and Expenditure 1st June 2016 to 31st May 2017

INCOME	£	£
From Fees		
Fees - Unfunded	9,271.00	
Fees - Funded	48,186.54	
Fees - High Needs / SEN /EYPP	<u>14,309.72</u>	
Total Fees		71,767.26
Other Income		
Uniform	127.00	
Fundraising	10,825.96	
Donations	304.90	
Interest	4.22	
Summer trip	328.00	
Other	<u>12.60</u>	
Total Other Income		<u>11,602.68</u>
Total Income		83,369.94
EXPENDITURE		
Wages	56,275.84	
Pension	387.37	
Tax & NI	791.69	
Mentoring	225.00	
Rent	3,848.55	
Materials	264.17	
Garden	14,907.93	
High Needs / SEN / EYPP	4,562.70	
Snacks	535.26	
Mobile phone & Internet	235.14	
Stationery	401.42	
Postage	23.74	
Key working photos	66.30	
Music Teacher / Baby Boogie	258.25	
Training	1,341.35	
DBS checks	52.00	
Summer Trip	388.50	
Insurance & PreSchool Alliance	385.46	
Uniform	358.92	
Fundraising	435.05	
Ofsted and Magazine subscriptions	143.00	
Norton Security and salary software	218.39	
DEEL Expenditure	271.97	
Misc	<u>680.58</u>	
Total Expenditure		<u>87,058.58</u>
Net Profit/(Loss)		(£3,688.64)

BUSY BEES PRE-SCHOOL PLAYGROUP

Village Hall, High Street
Wollaston, Northants, NN29 7QQ
Registered Charity Number: 1032318

Financial Report 1st June 2016 to 31st May 2017

Bank Account summary	Opening Balance 1st June 2016	Closing Balance 31st May 2017
	£	£
Cash in hand	221.34	324.30
Current Account	21,860.11	17,364.29
Reserve Account	15,006.56	15,710.78
Total Assets	£37,088.01	£33,399.37
Difference in cash	£11,695.70	(£3,688.64)
Financial adjustment	<u>(£188.89)</u>	<u>0.00</u>
Net Profit / (Loss)	<u>£11,506.81</u>	<u>(£3,688.64)</u>

Treasurer Report Year Ending 31st May 2017

These Accounts have been prepared by myself the Treasurer and are to the best of my knowledge a true and accurate record of the accounts of Busy Bees Pre-school Playgroup

Signed Treasurer: Audith Savage

Date: 14/6/17

Signed Chair: [Signature]

Date: 28/6/17

I have independently conducted an examination of the accounts of Busy Bees Pre-school Playgroup, and therefore I am satisfied, to the best of my knowledge, that the above represent a true and fair view of the accounts as at the 31st May 2017.

Signed: A. C. Thorne

Date: 14-6-17

Print Name and Address:

13 STONE VIEW

TRINCEVALE

Bucks MK18 4ry



Trustees' Annual Report for the period

Period start date

Period end date

From

01

June

2016

To

31

May

2017

Section A

Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	James MacKenzie	Chair	From 23/6/16	
2	Deborah Haw	Secretary		
3	Judith Savage	Treasurer		
4	Sarah Tanner	Parent Liaison		
5	Rachel Carnie	Policy Co-ordinator		
6	Emma Hughes	Snack Co-ordinator	From 23/6/16	
7	Katie Morrow	General Member	From 23/6/16	
8	Kate Young	General Member	23/6/16 - 7/12/16	
9	Chloe Taylor	General Member	From 23/6/16	
10	Lucy Swales	General Member		
11	Andrew McIntosh	Chair	till 23/6/16	
12	Gemma Luck	General Member	till 23/6/16	
13	Samantha Sims	General Member	till 23/6/16	
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document

(eg trust deed, constitution)

Constitution

How the charity is constituted

(eg trust, incorporated company)

Association

Trustee selection methods

(eg appointed by, elected by)

Elected at AGM

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The aims of the Pre-school are to enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and by:

- (a) offering appropriate play, education and care facilities, family learning and extended hours groups, together with the right of parents to take responsibility for and to become involved in the activities of such groups,

ensuring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability;

(b) encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas;

(c) instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance.

We deliver the Early Years Foundation Stage Curriculum to all children in an Ofsted rated Outstanding setting. We provide the children in our care with the necessary skills to ensure the transfer to school in a smooth, happy and confident manner.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

We doubled the outside space by making the garden usable.

We prepare 19 children to move on to school.

Helped our children develop through spot observations, termly observations, Target Plans, one page profiles and transitional paperwork.

We've undertaken Continual Professional Development staff training, including First Aid, Safeguarding, Health & Safety, Food Hygiene and Specialist Support

We continued to mentor two settings in the local area.

We have worked with: Educational psychologist, Portage, Speech & Language, Early Years Advisor, Health Visitors, Early Help team, Social Workers, and other schools and settings.

We welcomed Police men and their police van, also an Ambulance and Fire engine to setting.

We arranged many activities including music sessions, dance sessions, reptiles, pony and carpentry and visited a farm, local churches, the library and the Post Office.

Section E

Financial review

Brief statement of the charity's policy on reserves

We will aim towards holding 3 months of running costs in our reserves account

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F

Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

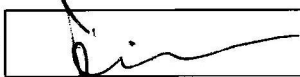
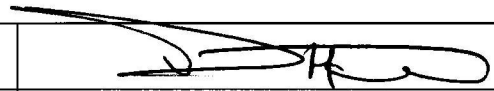
Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date

	
James MacKenzie	Deborah Haw
Chair	Secretary

22/1/2018