

BUSY BEES PRE-SCHOOL PLAYGROUP
Income and Expenditure 1st June 2017 to 31st May 2018

INCOME	£	£
From Fees		
Fees - Unfunded	13,340.05	
Fees - Funded	46,235.56	
Fees - High Needs / SEN /EYPP	<u>11,248.39</u>	
Total Fees		70,824.00
Other Income		
Uniform	465.00	
Fundraising	7,025.07	
Snack donations	248.19	
Donations	103.00	
Interest	5.32	
Summer trip	0.00	
Other	<u>2,740.91</u>	
Total Other Income		<u>10,587.49</u>
Total Income		81,411.49
EXPENDITURE		
Wages (inc o/t, transitional and key worker)	55,258.11	
Training course cost	632.80	
Pension	597.49	
Tax & NI	0.00	
Mentoring	164.99	
Rent	4,727.30	
Materials	560.78	
Garden	62.53	
Large items (from fund raising)	2,495.78	
High Needs / SEN / EYPP	10,671.38	
Snacks	621.26	
Mobile phone & Internet	182.78	
Stationery	431.08	
Postage	36.11	
Key working photos	71.81	
Music Teacher	173.00	
DBS checks	65.00	
Summer Trip	240.00	
Insurance & PreSchool Alliance	424.52	
Uniform	1,381.21	
Fundraising	547.48	
Ofsted, ICO and NIMP subscriptions	115.00	
Norton Security and salary software	238.38	
DEEL Expenditure	184.69	
Misc	<u>736.83</u>	
Total Expenditure		<u>80,620.31</u>
Net Profit/(Loss)		791.18

BUSY BEES PRE-SCHOOL PLAYGROUP

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

Financial Report 1st June 2017 to 31st May 2018

Bank Account summary	Opening Balance 1st June 2017	Closing Balance 31st May 2018
	£	£
Cash in hand	324.30	673.04
Current Account	17,364.29	17,025.82
Reserve Account	15,710.78	16,516.10
Total Assets	£33,399.37	£34,214.96
Difference in cash & cheques	(£3,688.64)	£815.59
Financial adjustment (cheque not yet presented)	<u>£0.00</u>	<u>(£24.41)</u>
Net Profit / (Loss)	(£3,688.64)	£791.18

Treasurer Report Year Ending 31st May 2018

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: Mudith de Souza

Date: 26th June 2018

Signed Chair: [Signature]

Date: 18 Jan 19

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 2018.

Signed: [Signature]

Date: 27th July 2018

Print Name and Address:

D WARREN - DENTON TAVARA LTD

6 ALFRED STREET, RUSHDEN

NORTHANTS, NN10 9YS

27th July 2018

Judith Savage
Busy Bees Pre-School Playgroup
Village Hall
High Street
Wollaston
Northants
NN29 7QQ

Dear Judith

Please find enclosed the accounts and Independent examiner's report on the accounts for the year ended 31 May 2018.

Your records are available for collection at your earliest convenience.

Finally, I enclose our invoice for your attention.

Yours sincerely



Darren Warren
For and on behalf of
Denton Tavara Limited



Trustees' Annual Report for the period

Period start date		Period end date	
From	01 June 2017	To	31 May 2018

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		James MacKenzie
2	Deborah Haw	Secretary		
3	Judith Savage	Treasurer		
4	Sarah Tanner	Parent Liaison	Up to 26/6/17	
5	Rachel Carnie	Policy Co-ordinator	Up to 26/6/17	
6	Emma Hughes	General Member		
7	Katie Morrow	General Member		
8	Chloe Taylor	Parent Liaison		
9	Lucy Swales	Fund Raiser		
10	Sarah Ledington	Snack Co-ordinator	26/6/17 onwards	
11	Jennifer Edwards	General Member	26/6/17 onwards	
12	Carly Cornes	Policy Co-ordinator	26/6/17 onwards	
13	Laura Kowal	General Member	26/6/17 onwards	
14	Callie Scully	Secretary	23/3/18 onwards	
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, association, 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.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

2017 - 2018 DETAILS

We continue to fundraise to provide a cover for the new outdoor space to protect the children in all weathers to learn through play in the outdoor environment.

We prepare 20 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, mini me yoga, portage accreditation, prevent, CSE, FGM, PECs, happy healthy me, trauma, GDPR etc.

We continued to mentor another settings in the local area and visit other settings to continuously improve all areas of our setting.

We have worked with: Educational psychologist, Portage, Speech & Language, Early Years Advisor, Health Visitors, Early Help team, Social Workers, physiotherapist, occupational therapist and other schools and settings. Staff have visited 5 schools to speak with reception teachers to support our children's transitions to school.

We welcomed Police men and their police van and Fire engine to setting to support staying safe for Beep Beep week. And Podington garden center staff to develop our theme of growing.

We arranged many activities including science week, music sessions, dance sessions, yoga sessions, sports day, royal wedding tea party and we have visited a farm, local churches, the library, local park 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:

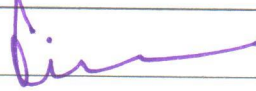

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

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)	James MacKenzie	Callie Scully
Position (eg Secretary, Chair, etc)	Chair	Secretary

Date 23 Nov 18