

BUSY BEES PLAYGROUP

England & Wales · Charity number 1015404

Details

Other names BUSY BEES

Status Registered

Legal form Other

Registered 1992-11-26

Register [View on the Charity Commission register](#)

Contact

Address The Hive
Hollis Way
Southwick
Trowbridge
Wiltshire
BA14 9PH

Phone 01225753262

Email busy_bees@tiscali.co.uk

Activities

Objects: TO ENHANCE THE DEVELOPMENT AND EDUCATION OF CHILDREN UNDER STATUTORY SCHOOL AGE BY ENCOURAGING PARENTS TO UNDERSTAND AND PROVIDE FOR THE NEEDS OF THEIR CHILDREN THROUGH COMMUNITY GROUPS

Activities: Pre-school education

Classification

- **How:** Provides Services
- **What:** Education/training
- **Who:** Children/young People

Geography

- **Area of benefit:** IN PRACTICE SOUTHWICK
- Wiltshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-01-31	£176,150	£185,219	-	-
2024-01-31	£159,937	£154,664	-	-
2023-01-31	£146,012	£128,870	-	-
2022-01-31	£132,395	£126,635	-	-
2021-01-31	£91,892	£84,925	-	-

Trustees

Name	Role	Appointed
Kate Barber	Chair	2023-11-14
Lorna Smith		2025-04-05
Maria Lai		2024-11-28
Sarah Joanne Rushworth		2024-11-28
Tia-Anna Bernal		2025-04-05
William Mulholland		2025-01-10

BUSY BEES PLAYGROUP

England & Wales - Charity number 1015404

Accounts

BUSY BEES PRE-SCHOOL
Treasurers Report
For the
Annual General Meeting – 2025

Income and Expenditure in the 2024-2025 financial year ending 31st January 2025

The report shows an expenditure over income pre-school running figure of **minus £9069** (2024 plus £5273) for the financial year ending January 2025. This figure includes £1062 in depreciation costs calculated as 30% of the net book value of the building.

Overall income increased by £16,200, however, £7,000 of this amount was in the form of Local Area Board and Parish Council grants for specified projects.

Fee income decreased from the previous year and whereas grant funding increased during the course of the year giving an overall increase within these two areas of £11,495. Increases in two year old entitlement to WC funding is largely responsible for fees declining and grant funding increasing.

The pre-school also received government funding for ISF, EYPP and DAF, all of which is ringfenced for the benefit of entitled children it is received for and any surplus must be carried forward as restricted funds for spend within those areas to the following financial year.

The movement on each of the income and expenditure categories is shown on the Income and Expenditure report.

Staffing expenditure has increased in this financial year by £20,700 to £132,000

Fund Raising in the 2024-2025 financial year

Overall a total of £1221 was raised from which £1393 was spent, leaving a net deficit amount of **minus £172** which, together with the fundraising deficit brought forward from 2023-2024, leaves a total amount to carry forward to 2025-2026 of **minus £516**. There is a lack of accountability over fundraising income and expenditure within these accounts with no specified income and expenditure breakdown for certain events that took place throughout the financial year.

Balance Sheet Report for the 2024-2025 financial year

The Balance sheet shows the asset figures for the 2024-2025 financial year compared with the previous financial year.

Total assets (including the value of the building) of £68713 were brought forward from the previous financial year. Surplus expenditure over income in the 2024-2025 financial year of **minus £9069** leaves a total asset figure as at January 2025 of £59,644. The current asset figure (bank account balances less liabilities) has decreased from £65,173 to £57,166.

Continued

Contingency for Closure amounts

The Early Years Alliance recommends that the Pre-school keep three months running costs plus the cost of redundancy pay in hand, approximately £62,615 calculated as detailed at the bottom of the balance sheet. This figure includes Hive demolition costs and ground refurbishment.

This year the current assets held, taking into account other restricted amounts to be carried forward for fundraising, EYPP, DAF and ISF funding, are insufficient to cover the contingency amount resulting in **minus £12,322 allocated to the unrestricted general fund**. It should be noted that it is a legal responsibility for the Trustees of the pre-school to cover any insufficient amounts in the event of an enforced closure. It is therefore essential that the general funds held are maintained in a positive balance.

It should also be taken into account that the expected ten year life span of the current pre-school building will be reached by September 2025 and, whilst the building may still be serviceable for a number of years, contingency funds for a new build should be worked towards.

Busy Bees Pre-School
Income and Expenditure
for the period ending 31st January 2025

	Previous s YE adj	2024-2025	2023-2024	Movement
	£	£	£	£
Income				
Fees		7661	21890	-14229
WC Grant Funding		149936	124212	25724
Fund Raising Income		1221	1033	188
Donations		0	0	0
Free School Meals Income		850	1490	-640
Grant Income		7000	698	6302
ISF funding		6930	7140	-210
EYPP Grant		898	1153	-255
DAF income		828	1656	-828
Uniform income		17		17
Training income		60	190	-130
Interest received		749	475	274
TOTAL INCOME		176150	159937	16213
Less expenditure				
Salaries	128546			
Less staffing charge back	0	124199		
	128546	15329		
Er's NIC	1370			
Er's pension costs	2060			
TOTAL STAFFING		131976	111272	20704
Staff Training	1841		99	1742
DBS checks	274		0	274
Consumables	7238		9311	-2073
Fund Raising	1393		1101	292
Staff Refreshments	134		85	49
Finance Management	5125		5254	-129
Subscriptions	580		789	-209
Trade Memberships (Costco & Amazon Prime)	181			
Utilities				
Electricity	3068		2141	927
Water	762		616	146
Building costs	1056		1529	-473
Equipment	2481		4518	-2037
Grant spend	15157		699	14459
Lease costs	750		0	750
Insurance	2813		859	1954
Refuse	1022		858	164
Internet & Telephone	1195		1107	88
Advertising and Promotion	0		164	-164
Grounds	858		497	361
Printer Ink	246		41	205
Sundry	0		0	0
Free School Meal spend	888		1490	-602
Bad debts written off	0		0	0
EYPP spend	262		1861	-1599
ISF Spend	4112		7140	-3028
DAF Spend	0		1675	-1675
rounding adjustment			-7	7
Prior year adjustment on	0		-150	150
Uniform spend	455		0	455
Snack and Lunch Spend	290			290
Depreciation	1062		1715	-653
TOTAL EXPENDITURE		185219	154664	30555
Surplus Running Income over		-9069	6273	-15342
Surplus Annual Income over		-9069	6273	-15342
Running costs for contingency				
annual		23657	21558	2099
3 months		7886	7186	700

Busy Bees Pre-School
Balance Sheet
for the period ending 31st January 2025

	Previous YE adj	2024-2025	2023-2024
	£	£	£
Fixed assets			
Building		At cost 87697	At cost 87697
		Cumulative Depreciation 85,219	Cumulative Depreciation 84,157
		NBV 2,478	NBV 3,540
Current Assets			
Unrestricted			
Petty Cash		404	2147
Cash income held		0	0
Busy Bees Nat West Account		4012	12083
Large Purchases Cash Account		0	0
Personal Loan to staff member		0	666
Debtors		1539	4108
		5955	19004
Restricted			
Deposit Account		52569	51571
		58524	70575
LESS			
Current liabilities			
Creditors		1358	3949
Net Current Assets		0	1453
Net Assets		1358	5402
Financed by			
Accumulated Fund as at 1st February 2024		57166	65173
		59644	68713
Prior year adj		0	194
Surplus Income over Expenditure		-9069	5273
		59644	68713
Notes to the Account			
The Accumulated fund is held as			
Restricted funds			
Net book value of building		2478	3540
Contingency for closure		62615	58761
FUNDRAISING bf			
plus fundraising balance in year		-344	-276
Balance of fundraising cf		-172	-68
EYPP bf			
plus surplus EYPP in year		501	1209
Balance of EYPP cf		636	-708
DAF bf			
plus surplus DAF in year		764	783
Balance of DAF cf		828	-19
ISF funding bf			
plus surplus ISF in year		1843	1843
Balance of ISF cf		2818	0
Unrestricted funds			
General fund		-12322	3648
		59644	68713
Contingency for closure			
purchase price of new Hive building		87697	87697
Hive building fixed asset value			
Depreciation calculated at 30% of net book value			
Contingency for closure			
building removal costs - dictated by Wiltshire Council		20000	20000
Redundancy		23331	20177
Pay in lieu of notice (4 weeks)		11398	11398
administration/running costs 3 months ave		7886	7186
		62615	58761

BUSY BEES PRE-SCHOOL
Treasurers Report
For the
Annual General Meeting – 2025

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Continued

Contingency for Closure amounts

The Early Years Alliance recommends that the Pre-school keep three months running costs plus the cost of redundancy pay in hand, approximately £62,615 calculated as detailed at the bottom of the balance sheet. This figure includes Hive demolition costs and ground refurbishment.

This year the current assets held, taking into account other restricted amounts to be carried forward for fundraising, EYPP, DAF and ISF funding, are insufficient to cover the contingency amount resulting in **minus £12,322 allocated to the unrestricted general fund**. It should be noted that it is a legal responsibility for the Trustees of the pre-school to cover any insufficient amounts in the event of an enforced closure. It is therefore essential that the general funds held are maintained in a positive balance.

It should also be taken into account that the expected ten year life span of the current pre-school building will be reached by September 2025 and, whilst the building may still be serviceable for a number of years, contingency funds for a new build should be worked towards.

Independent examiner's report on the accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Busy Bees Pre-school

On accounts for the year
ended

31st January 2025

Charity no
(if any)

1015404

Set out on pages

(remember to include the page numbers of additional sheets)

Respective
responsibilities of
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed. [The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [named body]]. *Delete [] if not applicable.*

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent
examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent
examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed below *)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, 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:

20/9/2025

Name:

Pamela J Turner

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

--

Address:

1, STONELEA, HILPERTON.
WILTSHIRE, BA14 7QQ.

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.(E.g. accounting records have not been kept in accordance with s132 of the Charities' Act 2011 and those accounts do not comply with the requirements of the 2008 Regulations setting out the form and content of charity accounts; any material expenditure or action which appears not to be in accordance with the trusts of the charity; any failure to be provided with information and explanations by any past or present trustee, officer or employee; and any material consistency between the accounts and the trustees' annual report.)

Give here brief details of any items that the examiner wishes to disclose.

A large, empty rectangular box with a thin black border, occupying most of the page. It is intended for the user to provide details of items for disclosure, as indicated by the text in the top-left corner.

BUSY BEES PLAYGROUP

England & Wales - Charity number 1015404

Accounts

BUSY BEES PRE-SCHOOL
Treasurers Report
For the
Annual General Meeting – 2024

Income and Expenditure in the 2023-2024 financial year

The report shows an income over expenditure pre-school running figure of £5273 (2023 £17142) to the financial year ending January 2024. This figure includes £1715 in depreciation costs calculated as 30% of the net book value of the building.

Fees and grant funding increased during the course of the year due to the pre-school due to an increase in the uptake of sessions. This may in part be due to the increased eligibility of parents for extended 30 hour funding.

The movement on each of the income and expenditure categories is shown on the Income and Expenditure report.

Staffing expenditure has increased significantly, however, this is to be expected with the increased numbers of children within sessions. Note that part of the manager's staffing cost is being charged back to another setting within the area whom the manager was supporting for most of the financial year.

Fund Raising in the 2023-2024 financial year

Overall a total of £1033 was raised from which £1101 was spent, leaving a net deficit amount of £68 which together with the fundraising deficit brought forward from 2022-2023 leave a total amount to carry forward to 2024-2025 of minus £344.

Balance Sheet Report for the 2023-2024 financial year

The Balance sheet shows the asset figures for the 2023-2024 financial year, compared with the previous financial year.

Total assets (including the value of the building) of £63246 were brought forward from the previous financial year. Surplus expenditure over income in the 2023-2024 financial year added to this figure gives a total asset figure as at January 2024 of £68713. The current asset figure (bank account balances less liabilities) has increased from £58188 to £65713.

Contingency for Closure amounts

The Early Years Alliance recommends that the Pre-school keep three months running costs plus the cost of redundancy pay in hand, approximately £58761 calculated as detailed at the bottom of the balance sheet. This figure includes Hive demolition costs and ground refurbishment.

This year the current assets held, taking into account other restricted amounts to be carried forward for fundraising, EYPP, DAF and ISF funding, are sufficient to cover the contingency amount resulting in **£3648 allocated to the unrestricted general fund**. It should be noted that the general fund is in a significantly better position than the previous year and any necessity to close should hopefully be covered by insurances that are in place.

Busy Bees Pre-School
Income and Expenditure
for the period ending 31st January 2024

	Previous YE adj	2023-2024				2022-2023				Movement	
		£	£	£	£	£	£	£	£		
Income											
Fees				21890				18018		+	3872
WC Grant Funding				124212				116521		+	7691
Fund Raising Income				1033				491		+	542
Donations				0				0		-	0
Free School Meals Income				1490				420		+	1070
Grant Income				698				2000		-	-1302
ISF funding				7140				4320		+	2820
EYPP Grant				1153				1758		-	-605
DAF income				1656				2400		-	-744
										-	0
Training income				190						+	190
Interest received				475				84		+	391
TOTAL INCOME				<u>159937</u>				<u>146012</u>		+	13925
Less expenditure											
Salaries				124199				102721			
Less staffing charge back				15329				13316			
				<u>108870</u>				<u>89405</u>			
Er's NIC				798							
Er's pension costs				1604							
TOTAL STAFFING				111272				90761		+	20511
Staff Training				99				1162		-	-1063
DBS checks				0				205		-	-205
Consumables	-79			9311				4367		+	4944
Fund Raising				1101				817		+	284
Staff Refreshments				85				14		+	71
Finance Management				5254				4845		+	409
Subscriptions	95			789				716		+	73
Utilities										-	0
Electricity				2141				2975		-	-834
Water				616				599		+	17
Building costs				1529				1330		+	199
Equipment	-166			4518				6635		-	-2117
Grant spend				699				2000		-	-1301
Lease costs				0				675		-	-675
Insurance				859				1720		-	-861
Refuse				858				693		+	165
Internet & Telephone				1107				862		+	245
Advertising and Promotion				164				17		+	147
Grounds				497				313		+	184
Printer Ink				41						+	41
Sundry				0						-	0
Free School Meal spend				1490				420		+	1070
Bad debts written off				0				0		-	0
EYPP spend				1861				1486		+	375
ISF Spend				7140				2477		+	4663
DAF Spend				1675				1617		+	58
rounding adjustment				-7				-2		-	-5
Prior year adjustment on consumables, subscriptions & Equipment				-150						-	-451
Depreciation				1715				2166		-	-451
TOTAL EXPENDITURE				<u>154664</u>				<u>128870</u>			
Surplus Running Income over											
Surplus Annual Income over Expenditure											
Running costs for contingency											
annual				21558				17779			
3 months				7186				5926			

Busy Bees Pre-School
Balance Sheet
for the period ending 31st January 2024

	Previous YE adj	2023-2024			2022-2023		
		£ At cost	£ Cululative Depreciation	£ NBV	£ At cost	£ Cululative Depreciation	£ NBV
Fixed assets							
Building		87697	84,157	3,540	87697	82,640	5,057
Current Assets							
Unrestricted							
Petty Cash	-8	2147			265		
Cash income held		0			0		
Busy Bees Nat West Account		12083			15099		
Large Purchases Cash Account		0			693		
Personal Loan to staff member		666			5500		
Debtors		4108			6370		
			19004			27927	
Restricted							
Deposit Account		51571			31597		
			51571			31597	
			70575			59524	
LESS							
Current liabilities							
Creditors	-159	3949			412		
PAYE/NI	-27	1453			924		
			5402			1336	
				65173			58188
Net Assets				<u>68713</u>			<u>63245</u>
Financed by							
Accumulated Fund as at 1st February 2023				63246			46104
Prior year adj	-194			194			
Surplus Income over Expenditure				5273			17142
				<u>68713</u>			<u>63246</u>
Notes to the Account							
The Accumulated fund is held as							
Restricted funds							
Net book value of building			3540			5057	
Contingency for closure			58761			55132	
FUNDRAISING bf		-276			50		
plus fundraising balance in year		-68			-326		
Balance of fundraising of			-344			-276	
EYPP bf		1209			937		
plus surplus EYPP in year		-708			272		
Balance of EYPP of			501			1209	
DAF bf		783			0		
plus surplus DAF in year		-19			783		
Balance of DAF of			764			783	
ISF funding bf		1843			0		
plus surplus ISF in year		0			1843		
			1843			1843	
Unrestricted funds							
General fund			3648			-502	
				<u>68713</u>			<u>63246</u>

purchase price of new Hive building	87697	87697
Hive building fixed asset value		
Depreciation calculated at 30% of net book value		
Contingency for closure		
building removal costs - dictated by Wiltshire Council	20000	20000
Redundancy	20177	18908

BUSY BEES PRE-SCHOOL
Treasurers Report
For the
Annual General Meeting – 2024

Income and Expenditure in the 2023-2024 financial year

The report shows an income over expenditure pre-school running figure of £5273 (2023 £17142) to the financial year ending January 2024. This figure includes £1715 in depreciation costs calculated as 30% of the net book value of the building.

Fees and grant funding increased during the course of the year due to the pre-school due to an increase in the uptake of sessions. This may in part be due to the increased eligibility of parents for extended 30 hour funding.

The movement on each of the income and expenditure categories is shown on the Income and Expenditure report.

Staffing expenditure has increased significantly, however, this is to be expected with the increased numbers of children within sessions. Note that part of the manager's staffing cost is being charged back to another setting within the area whom the manager was supporting for most of the financial year.

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Balance Sheet Report for the 2023-2024 financial year

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Total assets (including the value of the building) of £63246 were brought forward from the previous financial year. Surplus expenditure over income in the 2023-2024 financial year added to this figure gives a total asset figure as at January 2024 of £68713. The current asset figure (bank account balances less liabilities) has increased from £58188 to £65713.

Contingency for Closure amounts

The Early Years Alliance recommends that the Pre-school keep three months running costs plus the cost of redundancy pay in hand, approximately £58761 calculated as detailed at the bottom of the balance sheet. This figure includes Hive demolition costs and ground refurbishment.

This year the current assets held, taking into account other restricted amounts to be carried forward for fundraising, EYPP, DAF and ISF funding, are sufficient to cover the contingency amount resulting in **£3648 allocated to the unrestricted general fund**. It should be noted that the general fund is in a significantly better position than the previous

Independent examiner's report on the accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Busy Bees Pre-school

On accounts for the year
ended

31st January 2024

Charity no
(if any)

1015404

Set out on pages

(remember to include the page numbers of additional sheets)

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responsibilities of
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed. [The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [named body]]. *Delete [] if not applicable.*

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent
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Independent
examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed below *)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, 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:

31/10/2024

Name:

Pamela J Turner

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

--

Address:

1, STONELEA, TROSBROGE ROAD HILPERIAN,
WILTSHIRE, BA14 7QQ

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Disclosure

Only complete if the examiner needs to highlight material problems.(E.g. accounting records have not been kept in accordance with s132 of the Charities' Act 2011 and those accounts do not comply with the requirements of the 2008 Regulations setting out the form and content of charity accounts; any material expenditure or action which appears not to be in accordance with the trusts of the charity; any failure to be provided with information and explanations by any past or present trustee, officer or employee; and any material consistency between the accounts and the trustees' annual report.)

Give here brief details of any items that the examiner wishes to disclose.

BUSY BEES PLAYGROUP

England & Wales - Charity number 1015404

Accounts

BUSY BEES PRE-SCHOOL

Treasurers Report For the Annual General Meeting – 2023

Income and Expenditure in the 2022-2023 financial year

The report shows an income over expenditure pre-school running figure of £17142 to the financial year ending January 2023. This figure includes £2166 in depreciation costs calculated as 30% of the net book value of the building.

Fees and grant funding increased during the course of the year due to the pre-school due to an increase in the uptake of sessions. This may in part be due to the increased eligibility of parents for extended 30 hour funding.

Staffing expenditure has increased significantly, however, this is to be expected with the increased numbers of children within sessions. Note that part of the manager's staffing cost is being charged back to another setting within the area whom the manager is currently supporting.

Subscriptions has increased due to the additional registrations with
the National Day Nursery Association
Office 365
Angora business – risk assessment and compliance (now cancelled for the future)

Electricity charges are lower due to a problem with the metering unit in the setting. This will be corrected in the 2023-24 financial and a different charge back agreement with the school has now been established.

Equipment cost is higher this year due to
£572 in new office computer equipment
Garden refurbishment including £2656 that has been invested as an 'up front' payment for outdoor equipment be installed during the 2023 summer holiday period.
Purchase and replacement of equipment and toys

Fund Raising in the 2022-2023 financial year

Overall a total of £491 was raised from which £817 was spent, leaving a net deficit amount of £326 offset in part from the surplus amount of £50 brought forward from the previous financial year leaving a deficit amount to carry forward to the 2023-2024 financial year of minus £276.

Balance Sheet Report for the 2022-2023 financial year

The Balance sheet shows the asset figures for the 2022-2023 financial year, compared with the previous financial year.

Total assets (including the value of the building) of £46,104 were brought forward from the previous financial year. Surplus expenditure over income in the 2022-2023 financial year

added to this figure gives a total asset figure as at January 2023 of £63246. The current asset figure (bank account balances less liabilities) has increased from £38881 to £58188.

During the course of the year the setting was able to pay off the total amount of the bounce back loan from Nat West Bank, taken out during the 2021-2022 financial year, thus avoiding interest charges.

Contingency for Closure amounts

The Early Years Alliance recommends that the Pre-school keep three months running costs plus the cost of redundancy pay in hand, approximately £55132 calculated as detailed at the bottom of the balance sheet. This figure includes Hive demolition costs and ground refurbishment.

This year the current assets held, taking into account other restricted amounts to be carried forward for fundraising, EYPP, DAF and ISF funding, are not sufficient to cover the contingency amount resulting in a **minus £502 allocated to the unrestricted general fund**. Whilst this is not ideal, it should be noted that the general fund is in a significantly better position than the previous year, the necessity to close should hopefully be covered by insurances that are in place.

**Busy Bees Pre-School
Income and Expenditure
for the period ending 31st January 2023**

	2022-2023				2021-2022			
	£	£	£	£	£	£	£	£
Income								
Fees			18018				15540	
WC Grant Funding			116521				104610	
Fund Raising Income			491				204	
Donations			0				379	
Free School Meals Income			420				0	
Grant Income			2000				0	
ISF funding			4320				3860	
EYPP Grant			1758				3654	
DAF income			2400				1845	
PPE income			0				2300	
Interest received			84				3	
TOTAL INCOME			<u>146012</u>				<u>132395</u>	
Less expenditure								
Salaries	102721				74689			
Less staffing charge back	13316							
	<u>89405</u>				<u>74689</u>			
Er's pension costs	1356				809			
TOTAL STAFFING		90761				75498		
Staff Training		1162				1161		
DBS checks		205				111		
Consumables		4367				4239		
Fund Raising		817				133		
Staff Refreshments		14				11		
Finance Management		4845				4428		
Subscriptions		716				286		
Utilities								
Electricity		2975				5771		
Water		599				392		
Building costs (£2k from grants)		1330				21570		
Equipment		6635				934		
Grant spend		2000						
Lease costs		675				325		
Insurance		1720				1535		
Refuse		693				633		
Internet & Telephone		862				764		
Advertising and Promotion		17				141		
Grounds		313				243		
Sundry								
Free School Meal spend		420						
Bad debts written off		0				128		
EYPP spend		1486				2806		
PPE Spend		0				951		
ISF Spend		2477				1108		
DAF Spend		1617				374		
rounding adjustment		-2				-2		
Depreciation		2166				3095		
TOTAL EXPENDITURE		<u>128870</u>				<u>126635</u>		
Surplus Running Income over				17142				5760
Surplus Annual Income over								
Expenditure			<u>17142</u>					<u>5760</u>
Running costs for contingency								
annual		17779						
3 months		5926						

**Busy Bees Pre-School
Balance Sheet
for the period ending 31st January 2023**

	2022-2023			2021-2022		
	£	£	£	£	£	£
Fixed assets						
Building	At cost	Cumulative Depreciation	NBV	At cost	Cumulative Depreciation	NBV
	87697	82,640	5,057	87697	80,474	7,223
Current Assets						
Unrestricted						
Petty Cash	265			8		
Cash income held	0			0		
Busy Bees Nat West Account	15099			23984		
Large Purchases Cash Account	693					
Personal Loan to staff member	5500					
Debtors	6370			659		
		27927			24651	
Restricted						
Deposit Account	31597			34512		
		<u>31597</u>			<u>34512</u>	
		59524			59163	
LESS						
Current liabilities						
Trade Creditors	412			255		
PAYE/NI	924			27		
Bounce Back Loan	0			20000		
		<u>1336</u>			<u>20282</u>	
			58188			38881
Net Assets			<u>63245</u>			<u>46104</u>
Financed by						
Accumulated Fund as at 1st February 2020				46104		40344
Surplus Income over Expenditure				17142		5760
				<u>63246</u>		<u>46104</u>
Notes to the Account						
The Accumulated fund is held as						
Restricted funds						
Net book value of building		5057		7223		
Contingency for closure		55132		46019		
FUNDRAISING bf				-21		
plus fundraising balance in year	50			71		
Balance of fundraising cf	-326				50	
EYPP bf		-276				
plus surplus EYPP in year	937			89		
Balance of EYPP cf	272			848		
DAF bf		1209			937	
plus surplus DAF in year	0					
Balance of DAF cf	783				0	
ISF funding bf		783				
plus surplus ISF in year	0					
Balance of ISF cf	1843				0	
Unrestricted funds		1843				
General fund		-502		-8125		
		<u>63246</u>				<u>46104</u>
purchase price of new Hive building		87697				
Hive building fixed asset value						
Depreciation calculated at 30% of net book value						
Contingency for closure						
building removal costs - dictated by Wiltshire Council		20000		Increased from £20K as more realistic cost		
Redundancy		18908				
Pay in lieu of notice		10297		4 weeks of ave weekly pay		
administration/running costs 3 months ave		5926				
			55132			

Independent examiner's report on the accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Busy Bees Pre-school

On accounts for the year
ended

31st January 2023

Charity no
(if any)

1015404

Set out on pages

(remember to include the page numbers of additional sheets)

Respective
responsibilities of
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed. [The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [named body]]. *Delete [] if not applicable.*

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent
examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent
examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed below *)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, 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:

27/2023

Name:

Pamela J Turner

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

--

Address:

1, STONELEA, TROWBRIDGE ROAD, MILPERION,
WILTSHIRE, BA14 7QQ

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.(E.g. accounting records have not been kept in accordance with s132 of the Charities' Act 2011 and those accounts do not comply with the requirements of the 2008 Regulations setting out the form and content of charity accounts; any material expenditure or action which appears not to be in accordance with the trusts of the charity; any failure to be provided with information and explanations by any past or present trustee, officer or employee; and any material consistency between the accounts and the trustees' annual report.)

Give here brief details of any items that the examiner wishes to disclose.

BUSY BEES PLAYGROUP

England & Wales - Charity number 1015404

Accounts

BUSY BEES PRE-SCHOOL

Treasurers Report For the Annual General Meeting – 2022

Income and Expenditure in the 2021-2022 financial year

The report shows an income over expenditure pre-school running figure of £5760 to the financial year ending January 2022. This figure includes £3095 in depreciation costs calculated as 30% of the net book value of the building.

Again another difficult time due to Covid restrictions however the staff ensured that the setting remained open throughout and are commended for their dedication to their roles.

Fund Raising in the 2021-2022 financial year

Overall a total of £204 was raised from which £133 was spent, leaving a net surplus amount of £71 offset in part from the deficit amount of minus £21 brought forward from the previous financial year leaving a surplus amount to carry forward to the 2022-2023 financial year of £50.

Balance Sheet Report for the 2021-2022 financial year

The Balance sheet shows the asset figures for the 2021-2022 financial year, compared with the previous financial year.

Total assets (including the value of the building) of £40344 were brought forward from the previous financial year. Surplus expenditure over income in the 2021-2022 financial year added to this figure gives a total asset figure as at January 2022 of £48104. The current asset figure (bank account balances less liabilities) has increased from £30026 to £3881.

During the course of the year the setting took advantage of a bounce back loan from Nat West Bank. This was for £20,000 and enabled the setting to be able to get the external roof and building work carried out.

Contingency for Closure amounts

The Early Years Alliance recommends that the Pre-school keep three months running costs plus the cost of redundancy pay in hand, approximately £43506 calculated as detailed at the bottom of the balance sheet. This figure includes Hive demolition costs and ground refurbishment. It should be noted that the building removal costs have been increased to a more realistic figure of £20,000, from £8,000, and this figure now incorporates the previously separately shown site restoration amount of £5000.

This year the current assets held, taking into account other restricted amount to be carried forward for fundraising and EYPP, are not sufficient to cover the contingency amount resulting in a **minus £5612 allocated to the unrestricted general fund**. Whilst this is not ideal the necessity to close should hopefully be covered by insurances that are in place.

**Busy Bees Pre-School
Income and Expenditure
for the period ending 31st January 2022**

	2021-2022			2020-2021		
	£	£	£	£	£	£
Income						
Fees		15540			9767	
WCC Grants		104610			78695	
Milk grant (now outsourced)					193	
Fund Raising		204			276	
Training		0				
Donations		379				
Sundry		0				
Grants		0				
ISF Income		3860				
EYPP Income		3654			754	
DAF Income		1845			309	
PPE Income		2300			1890	
Bank Interest		3			8	
TOTAL INCOME		<u>132395</u>			<u>91892</u>	
Less expenditure						
Salaries	74689		56067			
DBS checks	111		126			
Consumables	4239		3680			
Milk (now outsourced)	0		98			
Fund Raising	133		303			
Staff Refreshments	11		20			
Finance Management	4428		4544			
Subscriptions	286		685			
Utilities						
Electricity *	5771		0			
Water *	392		0			
Building costs	21570		622			
Equipment	934		4592			
Training	1161		1452			
Grants						
Lease costs *	325		0			
Insurance	1535		2459			
Refuse	633		295			
Internet & Telephone	764		710			
Advertising and Promotion	141		106			
Grounds	243		10			
Sundry						
Er's pension costs	809		708			
Bad debts written off	128		2135			
EYPP spend	2806		1182			
PPE Spend	951		710			
ISF Spend	1108					
DAF Spend	374					
rounding adjustment	-2		-1			
Depreciation	3095		4422			
TOTAL EXPENDITURE		<u>126635</u>		<u>84925</u>		
Surplus Running Income over			5760		6967	
Surplus Annual Income over		<u><u>5760</u></u>		<u><u>6967</u></u>		

**Busy Bees Pre-School
Balance Sheet
for the period ending 31st January 2022**

	2021-2022			2020-2021		
	£	£	£	£	£	£
Fixed assets						
Building	At cost	Cumulative Depreciation	NBV	At cost	Cumulative Depreciation	NBV
	87697	80,474	7,223	87697	77,379	10,318
Current Assets						
Unrestricted						
Petty Cash	8			74		
Cash income held	0			199		
Busy Bees Nat West Account	23984			9375		
Debtors	659			618		
		24651			10266	
Restricted						
Deposit Account	34512			20009		
		<u>34512</u>			<u>20009</u>	
		59163			30275	
LESS						
Current liabilities						
Trade Creditors	255			249		
Other Creditors	27					
Bank Account: Bounce Back Loan	20000					
		<u>20282</u>				
			38881		249	30026
Net Assets			<u>46104</u>			<u>40344</u>
Financed by						
Accumulated Fund as at 1st February 2020			40344			33377
Surplus Income over Expenditure			5760			6967
			<u>46104</u>			<u>40344</u>
Notes to the Account						
The Accumulated fund is held as						
Restricted funds						
Net book value of building		7223			10318	
Contingency for closure		43506			25265	
FUNDRAISING bf	-21			6		
plus fundraising balance in year	71			-27		
Balance of fundraising cf		50			-21	
EYPP bf	89			517		
plus surplus EYPP in year	848			-428		
Balance of EYPP cf		937			89	
Unrestricted funds						
General fund		-5612			4693	
		<u>46104</u>			<u>40344</u>	
purchase price of new Hive building		87697				
Hive building fixed asset value						
Depreciation calculated at 30% of net book value						
Contingency for closure						
building removal costs - dictated by Wiltshire Council		20000				Increased from £8K to £20K as more realistic cost
Redundancy		14080				
Pay in lieu of notice		8356				4 weeks of ave weekly pay
administration		1020				
Building removal site restoration		0				Incorporated in building removal costs
lease costs notice period		50	43506			

* Due to covid closures Lease, Electricity and Water in the previous fy had not been invoiced and are now incorporated in the currently reported 2021-2022 financial year resulting in a reporting at an amount double to that normally expected.

Independent examiner's report on the accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Busy Bees Pre-school

On accounts for the year
ended

31st January 2022

Charity no
(if any)

1015404

Set out on pages

(remember to include the page numbers of additional sheets)

Respective
responsibilities of
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed. [The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [named body]]. *Delete [] if not applicable.*

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent
examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent
examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed below *)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, 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:

21/7/2022

Name:

Pamela J Turner

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

--

Address:

1 STONELEA
TROWBRIDGE ROAD HILPERTON
WILTSHIRE BA14 7QQ

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.(E.g. accounting records have not been kept in accordance with s132 of the Charities' Act 2011 and those accounts do not comply with the requirements of the 2008 Regulations setting out the form and content of charity accounts; any material expenditure or action which appears not to be in accordance with the trusts of the charity; any failure to be provided with information and explanations by any past or present trustee, officer or employee; and any material consistency between the accounts and the trustees' annual report.)

Give here brief details of any items that the examiner wishes to disclose.

The Examiner wishes to note that on 1st February 2021 the Trustees met (via Zoom) and voted to void an invoice of £127.60 for fees ([REDACTED]). The reason given relates to hours spent by [REDACTED] (Chair) during Covid and an Ofsted inspection. The Examiner would respectfully remind Trustees that they should not be seen to 'benefit' throughout their tenure as Trustees and would advise that no action of this type should be taken in future.



BUSY BEES PLAYGROUP

England & Wales - Charity number 1015404

Accounts

BUSY BEES PRE-SCHOOL

Treasurers Report For the Annual General Meeting – 2021

Income and Expenditure in the 2020-2021 financial year

The report shows an income over expenditure pre-school running figure of £6967 to the financial year ending January 2021. This figure includes £4422 in depreciation costs calculated as 30% of the net book value of the building.

In what has been a difficult time due to Covid lockdowns and restrictions, including the loss some grant income during the period of closure from April to June, whilst ensuring the salaries of staff were maintained at a 100% level to have come to the end of the financial year with any sort of surplus is a testament to the staff in their willingness to return to work during the pandemic.

Fund Raising in the 2020-2021 financial year

Overall a total of £276 was raised from which £303 was spent, leaving a net deficit amount of £27 offset in part from amounts brought forward from the 2019-2020 financial year leaving minus £21 to carry forward to the 2020-2021 financial year.

Balance Sheet Report for the 2020-2021 financial year

The Balance sheet shows the asset figures for the 2020-2021 financial year, compared with the previous financial year.

Total assets (including the value of the building) of £33,377 were brought forward from 2019-2020. Surplus expenditure over income in the 2020-2021 financial year added to this figure gives a total asset figure as at January 2021 of £40,344. The current asset figure (bank account balances less liabilities) has increased from £18,637 to £30,026.

Contingency for Closure amounts

The Early Years Alliance recommends that the Pre-school keep three months running costs plus the cost of redundancy pay in hand, approximately £25,265 calculated as detailed at the bottom of the balance sheet. This figure includes Hive demolition costs and ground refurbishment. This year the current assets held by the group are sufficient to cover this contingency amount with a remaining amount of £4,693 allocated to the unrestricted general fund. This has been achieved by a reduction in redundancy amounts required due to some long standing members of staff no longer working for the group.

**Busy Bees Pre-School
Income and Expenditure
for the period ending 31st January 2021**

	2020-2021			2019-20		
	£	£	£	£	£	£
Income						
Fees		9767			11402	
WCC Grants		78695			78210	
Milk grant		193			163	
Fund Raising		276			391	
Training						
Donations					50	
Sundry						
Grants						
ISF Income						
EYPP Income		754			1318	
DAF Income		309				
PPE Income		1890				
Bank Interest		8			33	
TOTAL INCOME		<u>91892</u>			<u>91567</u>	
Less expenditure						
Salaries	56067			59387		
DBS checks	126			415		
Consumables	3680			3086		
Milk	98			276		
Fund Raising	303			464		
Staff Refreshments	20			54		
Finance Management	4544			4717		
Subscriptions	685			567		
Utilities						
Electricity *	0			2717		
Water *	0			497		
Building costs	622			132		
Equipment	4592			983		
Training	1452			225		
Grants						
Lease costs *	0			300		
Insurance	2459			604		
Refuse	295			630		
Internet & Telephone	710			695		
Advertising and Promotion	106					
Grounds	10			485		
Sundry						
Er's pension costs	708			506		
Bad debts written off	2135			617		
EYPP spend	1182			1531		
PPE Spend	710					
rounding adjustment	-1			4		
Depreciation	4422			6317		
TOTAL EXPENDITURE		<u>84925</u>			<u>85209</u>	
Surplus Running Income over			6967			6358
Less						
Building Dispute Costs			0			1965
Surplus Annual Income over		<u><u>6967</u></u>			<u><u>4393</u></u>	

**Busy Bees Pre-School
Balance Sheet
for the period ending 31st January 2021**

	2020-2021			2019-20		
	£	£	£	£	£	£
Fixed assets						
Building	At cost	Cululative Depreciation	NBV	At cost	Cululative Depreciation	NBV
	87697	77,379	10,318	87697	72,957	14,740
Current Assets						
Unrestricted						
Petty Cash	74			82		
Cash income held	199			87		
Busy Bees Nat West Account	9375			5526		
Debtors	618			3379		
		10266			9074	
Restricted						
Deposit Account	20009			10002		
		<u>20009</u>			<u>10002</u>	
		30275			19076	
LESS						
Current liabilities						
Creditors	249			439		
adjustment to creditors figure from prev f/y						
Court order for building dispute						
		<u>249</u>	<u>30026</u>		<u>439</u>	<u>18637</u>
Net Assets			<u>40344</u>			<u>33377</u>
Financed by						
Accumulated Fund as at 1st February 2020			33377			28984
Surplus Income over Expenditure			6967			4393
			<u>40344</u>			<u>33377</u>
Notes to the Account						
The Accumulated fund is held as						
Restricted funds						
Net book value of building		10318			14740	
Contingency for closure		25265			22500	
FUNDRAISING bf	6			79		
plus fundraising balance in year	-27			-73		
Balance fo fundraising cf		-21			6	
EYPP bf	517			730		
plus surplus EYPP in year	-428			-213		
Balance of EYPP cf		89			517	
Unrestricted funds						
General fund		4693			-4386	
		<u>40344</u>			<u>33377</u>	
purchase price of new Hive building		87697				
Hive building fixed asset value						
Depreciation calculated at 30% of net book value						
Contingency for closure						
building removal costs - dictated by Wiltshire Council		8000			Increased by £1k for inflation in 2021	
Redundancy		10191				
Pay in lieu of notice		5504			4 weeks of ave weekly pay	
administration		1020				
Building removal site restoration		500				
lease costs notice period		50	25265			

* Due to covid closures Lease, Electricity and Water in the year have not been invoiced and will be charged after the end of the financial year. Due to the accounts being issued on a cash basis no accruals have been included for this. All of these costs are charged back by Southwick school

Independent examiner's report on the accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Busy Bees Pre-school

On accounts for the year
ended

31st January 2021

Charity no
(if any)

1015404

Set out on pages

(remember to include the page numbers of additional sheets)

Respective
responsibilities of
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed. [The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [named body]]. *Delete [] if not applicable.*

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent
examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent
examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed below *)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, 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:

7/06/2021

Name:

Pamela J Turner

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

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Address:

1, STONELEA
TROWBRIDGE ROAD, HILPERTON
WILTSHIRE BA 14 7QQ

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.(E.g. accounting records have not been kept in accordance with s132 of the Charities' Act 2011 and those accounts do not comply with the requirements of the 2008 Regulations setting out the form and content of charity accounts; any material expenditure or action which appears not to be in accordance with the trusts of the charity; any failure to be provided with information and explanations by any past or present trustee, officer or employee; and any material consistency between the accounts and the trustees' annual report.)

Give here brief details of any items that the examiner wishes to disclose.