

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	Cumulative Depreciation	NBV	At cost	Cumulative 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):

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.