

## Trustees' Report 2021 – 2022

*This report, presented by Carol Franks, Co-Leader and Trustee, gives an overview of activities, events, grants, fundraising and training at Beehive Pre-school during the 2021-2022 financial year.*

### Summer 2021

Our staff inset day focused on safeguarding training and updates to the safeguarding policy in line with national and local partner changes to policy. Carol informed all staff that Ofsted onsite inspections would be resuming and that from September 2021 Ofsted would be inspecting under the new EYFS framework. The revised EYFS was discussed with its new emphasis on the child's journey in the setting, extending children's vocabulary and oral health. Staff discussed the changes that would be made to the Tapestry online Learning Journey to address the revised September EYFS. In addition, the Co-leaders attended designated safeguarding lead training this term and Carol attended an emotional wellbeing meeting. All local authority and outside training and meetings were still being conducted online at this point.

The summer term began term with 22 children on roll. This increased to 26 by the time term finished at the end of July. We encouraged the children to enjoy indoor and outdoor planting and the children took their cress plants home to eat. We studied lifecycles and enjoyed raising chicks through the Living Eggs programme in addition to watching our caterpillars change into butterflies. 'The Very Hungry Caterpillar' proved to be a popular story which supported our lifecycles topic and encouraged creative work such as the butterfly handprints. We did not hold a sports day this year as indoor gatherings were still restricted, and as our local Magnet Leisure Centre has closed, will need to find another local venue in the future to host such events. Focused sports activities still went ahead on site both indoors and outdoors and these were videoed for parents and carers to watch via the Tapestry Journal.

The children designed cards and made money boxes for Father's Day. Children who were leaving to start reception in September welcomed visiting teachers into the preschool and also enjoyed transition visits to their new classrooms. At the end of term everyone celebrated with a farewell fancy dress party.

Our 2 year old funded children and Early Years Pupil Premium children received £20 in food vouchers at half term and an additional £80 in food vouchers during the summer holidays.

We were fortunate in receiving a £2000 grant from the Windsor and Maidenhead Christian Trust this term and in August, during our summer holidays, the Louis Baylis Charitable Trust donated £500.

### Autumn 2021

The autumn term and new academic year started with just 5 children on roll as most of our children left to start full time school. We had 12 new starters and by the end of the autumn term there were 17 children on roll. One fee-paying child then left suddenly during the Christmas holidays. The committee had ensured that all debts owing were paid by the family prior to the child leaving. Alysia, one of our level 3 practitioners, also left in October of this term, having been with us for almost a year. This was a career change for her, moving from childcare to recruitment. With pupil numbers lower since the pandemic Beehive decided not to recruit a replacement staff member at this time.

Student placements resumed for the first time since the Covid pandemic, and we welcomed Megan who was studying for her childcare level 2 through the Berkshire College of Agriculture.



All schools and Early Years settings were required to have procedures for dealing with the spread of Covid, so Carol wrote our Covid Outbreak Plan for this term.

On 30th November our Co-leader Julie attended the Early Help Symposium in Windsor in her role as the setting SENCO. Carol, our other Co-leader, gave additional training to staff for the new EYFS updates, covering the Julian Grenier and HMI Ofsted Webinar on the revised EYFS.

Sovereign Playgrounds came to inspect our outdoor playground area, reviewing the safety of the sandpit, catboat and wetpour surface.

Topics and activities for this term included welcoming new starters, 'All about me', festivals of light, Diwali, firework pictures, creating and painting clay models, and Christmas songs, activities and stories. We celebrated the end of term with a Christmas party and provided books as presents for all the children. 2 year old funded children and Early Years Pupil Premium children also received £20 food vouchers at half term and £40 Christmas food vouchers during the Christmas closure period.

### Spring 2022

The spring term commenced with 16 children on the register. There were 5 new starters, taking the register to 21 and then 2 leavers. Both leavers moved on to attend other settings, one of which was in a different local authority. The register closed with 19 on roll at the end of the spring term.

We welcomed additional students into Beehive, both of whom were studying at Berkshire College of Agriculture. Emily was studying for her level 3 in childcare and Mariyah for her level 2 childcare qualification. After a spell at another setting Megan also returned to finish her placement at Beehive and to complete her level 2 childcare qualification. From 25<sup>th</sup> March 2022 until the end of the spring term, Megan was given a temporary contract to provide additional staff cover.

The children celebrated the New Year by making calendars. They planted seeds, celebrated Chinese New Year and enjoyed celebrating Shrove Tuesday with pancakes. The children were invited to dress up as a favourite story or nursery rhyme character for World Book Day and they were provided with book vouchers for a book of their choice. Parents and carers donated towards World Book Day and the money raised enabled us to buy more books for Beehive to share both one to one and at carpet time with the whole group. In March we enjoyed Mother's Day activities and were very pleased to see the return of our Mother's Day lunches. The weather was good and we were able to serve food and drinks outside to our parents whilst they sat and enjoyed a meal with their children. Towards the end of term we made Easter gifts, and the children took part in an Easter Egg hunt.

Sovereign came again to do a further playground inspection in January. Then on Friday 18<sup>th</sup> February there was a huge storm. Only 3 children attended as the weather was so bad. We lost part of our fence in the back garden and incurred further expense having to have this repaired to secure the garden and make it safe for the children.

Julie and Carol attended a meeting about redevelopment in Holmanleaze and the local area. Originally this meeting was scheduled to take place at Maidenhead Town Hall. The venue was then changed to Beehive Pre-school itself, which was fortuitous, as it enabled us to show off our site and talk about the essential services we provide to our children and families.

Carol attended training via Zoom in March. This focused on understanding and supporting children with attachment needs.

Food vouchers were provided again for EYPP and 2 year old funded children at half term and over the Easter holidays. £20 food vouchers were sent out at half term and £40 food vouchers for the Easter closure period.

In total over the 2021-2022 financial year, fundraising raised £60, and Beehive received £668 in general donations. Toy Fund donations, including the income from World Book Day dressing up, came to £101 and there was one grant of £2000. There was also a slight increase in uniform sales this year.

Sadly, in spite of a reduced wage bill this year, there was an overspend of £4630. This was mainly due to a marked decrease in funded fees due to fewer children attending the setting. Attendance has been lower since the pandemic, with parents seemingly more reluctant to send children back to nursery. Given the lack of social mixing and closure of playgroups and other support groups for families, those children entering nursery for the first time have also required much more adult support to settle into preschool life. Coupled with staff retention and recruitment difficulties, lower staffing levels has further restricted the number of children the preschool has been able to admit. As we gradually recover from the effects of the pandemic, we hope to see this situation improve. Furthermore, a much needed and long overdue improvement to Early Education funding rates is required to support our children and reward the invaluable work of all those working in Early Years.

*Report compiled by Carol Franks (Co-Leader and Trustee on Behalf of Beehive Pre-school Committee)*

Signed:

Date: 05.12.2022

 C.J. Franks

Chair: Mrs Sally Worman

Signed:

Date: 05.12.2022







Receipts and payments accounts

CC16a

For the period  
from

1st April 2021

To

31st March 2022

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Income - Invoiced fees	3,407	-	-	3,407	51
Income - Funded fees	77,863	-	-	77,863	109,229
Income - Fundraising and Donations	2,829	-	-	2,829	1,118
Income - Uniform sales	404	-	-	404	378
Income - Grants	-	-	-	-	10,000
Miscellaneous Income	-	-	-	-	-
Bank interest received	7	-	-	7	12
Designated fund - Deposits for places	-	-	-	-	-
JRS Grant	-	-	-	-	380
<b>Sub total (Gross income for AR)</b>	<b>84,510</b>	<b>-</b>	<b>-</b>	<b>84,510</b>	<b>121,065</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>84,510</b>	<b>-</b>	<b>-</b>	<b>84,510</b>	<b>121,065</b>
<b>A3 Payments</b>					
Fundraising expenses/licences/subscriptions	463	-	-	463	583
Misc expenses	574	-	-	574	769
Learning resources and special activities	942	-	-	942	618
Staff Costs	75,343	-	-	75,343	77,190
Rent	4,200	-	-	4,200	4,200
Water rates	270	-	-	270	158
General rates	20	-	-	20	80
Insurance	989	-	-	989	185
Electricity	2,004	-	-	2,004	2,004
Building improvements/repairs/ maintenance	652	-	-	652	1,381
Telephone	831	-	-	831	872
Stationery and postage	167	-	-	167	101
Bookkeeping and accounts	1,492	-	-	1,492	1,391
Independent examiner fee	300	-	-	300	300
Staff training	10	-	-	10	169
Refreshments	47	-	-	47	44
Reduction in deposits held	-	-	-	-	-
School uniform	285	-	-	285	377
<b>Sub total</b>	<b>88,588</b>	<b>-</b>	<b>-</b>	<b>88,588</b>	<b>90,260</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
Equipment	552	-	-	552	-
<b>Sub total</b>	<b>552</b>	<b>-</b>	<b>-</b>	<b>552</b>	<b>-</b>
<b>Total payments</b>	<b>89,140</b>	<b>-</b>	<b>-</b>	<b>89,140</b>	<b>90,260</b>
<b>Net of receipts/(payments)</b>	<b>- 4,630</b>	<b>-</b>	<b>-</b>	<b>- 4,630</b>	<b>30,805</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>113,628</b>	<b>-</b>	<b>-</b>	<b>113,628</b>	<b>82,823</b>
<b>Cash funds this year end</b>	<b>108,998</b>	<b>-</b>	<b>-</b>	<b>108,998</b>	<b>113,628</b>



## Categories

## B1 Cash funds

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
Lloyds Deposit Account	71,094	-	-
Lloyds Current Account	37,904	-	-
Petty Cash	-	-	-
<b>Total cash funds</b>	<b>108,998</b>	<b>-</b>	<b>-</b>

(agree balances with receipts and payments account(s))

## B2 Other monetary assets

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
Prepayments	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

## B3 Investment assets

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-

## B4 Assets retained for the charity's own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
Computer Equipment	Unrestricted	1,645	487
Plant and machinery	Unrestricted	1,092	587
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

## B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
Deposits held for places	Unrestricted	-	
PAYE, NIC and Pensions Payable	Unrestricted	1,131	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval

*Sally Worman*  
*C.J. Franks*

SALLY WORMAN  
C.J. FRANKS

06.12.22  
06.12.22

**Independent examiner's report to the Trustees of Beehive Pre-School**

I report to the trustees on my examination of the accounts of Beehive Pre-School for the year ended 31<sup>st</sup> March 2022.

**Responsibilities and basis of report**

As the charity trustees of the Trust 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 Trustee's accounts carried out under section 145 of the 2011 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 2011 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 Trust 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.



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**Delia Allott F.C.C.A**  
Two Rivers Accountancy  
38 Eton Wick Road  
Eton Wick  
Windsor  
Berkshire  
SL4 6JL

Date: 11/2/22