

# FOREST BEARS PLAYGROUP

England & Wales · Charity number 1029569

## Details

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**Status** Registered

**Legal form** Other

**Registered** 1993-12-02

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

## Contact

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**Address** 141 St. Lucia Park  
Bordon  
GU35 0LE

**Phone** 01420489033

**Email** [wendyforestbears@btopenworld.com](mailto:wendyforestbears@btopenworld.com)

## Activities

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**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

**Activities:** Semi rural community setting; providing education, development and learning for pre-school children aged 2 to 5 years, in a safe and stimulating environment.

## Classification

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

## Geography

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- Hampshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-08-31	£127,582	£104,903	-	-
2023-08-31	£88,727	£78,561	-	-
2022-08-31	£85,231	£74,101	-	-
2021-08-31	£62,583	£63,996	-	-
2020-08-31	£55,195	£60,171	-	-

## Trustees

Name	Role	Appointed
Ian Garforth	Chair	2013-06-06
LESLEY IRENE ROBERTS		
Neville Peter John Taylor		2021-06-28
Rebecca Manning		2017-06-06

**FOREST BEARS PLAYGROUP**

England & Wales - Charity number 1029569

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# Accounts

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Forest Bears Pre School  
1/9/23- 31/8/24  
Income and Expenditure

		2024	2023	
Income	Early years Grant	106,707.00	72,415.36	
	Fees and Lunches Food Vouchers	17,435.00	14,421.34	
	Other grants	2,800.00	977.07	
	Merchandise	299.00	289.25	
	Fundraising Donations	336.15	551.87	
	Other	5.00	72.30	
			<u>127,582.15</u>	<u>88,727.19</u>
Expenditure	Premises	15,018.16	13,929.12	
	Wages	80,571.41	57,181.17	
	Pension Contributions	3,730.35	2,415.06	
	Ins/Membership	1,625.76	1,347.33	
	Equipment	2,047.49	1,790.00	
	Food Vouchers	245.90		
	Admin	601.49	758.47	
	Other	619.56	164.24	
	Merchandise	425.15	369.11	
	Snacks		323.87	
	Training	18.00	282.59	
		<u>104,903.27</u>	<u>78,560.96</u>	
		<u>22,678.88</u>	<u>10,166.23</u>	

**Related Party Transactions**

During the year the wife of the Chairman Mrs Wendy Garforth was employed by the charity as the manager her salary amounted to £24,042

**Reserves****Policy**

Reserves are held in regard of closure costs of the Preschool and for years when there may be fewer children.

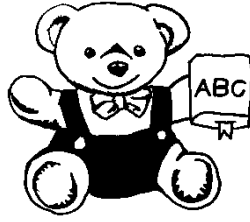
**Charitable Activities**

The Preschool aims to include everyone in their community with its activities and on this basis if a child can not pay for sessions that is in need due to hardship then the preschool will fund these hours. Also if a child is in need through personal circumstances then this will also be funded by the preschool. No child will be penalised for not being able to pay for activities.

I certify that these figures have been taken from the computerised primary records for all bank accounts and cash expenses. The cash items were paid from monies received as fees. The majority of receipts have only been verified to bank statements and not primary receipt records.

*Christine Cunningham*

Christine L Cunningham FCCA



Forest Bears Pre-School  
Forest Community Centre  
Pinehill Road  
Bordon  
Hants  
GU35 0BS

School Hours Tel: 07528 302 108

e.mail [wendyforestbears@btopenworld.com](mailto:wendyforestbears@btopenworld.com)



Forest Bears Pre-School

AGM

17.06.25

8.00pm

AGENDA

Present

Apologies

Charity no 1029569  
Ofsted 110134

In Attendance

Last Years Minutes Approved

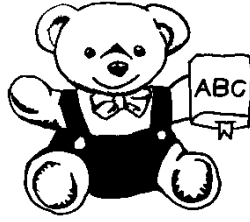
Chair Report

Treasurer's Report

Manager's Report

Election of Committee

AOB



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AGM Minutes  
17/06/2025 8.00pm

Present

Lesley Roberts

Ian Garforth

Becky Manning

Katie Fell

Neville Taylor

In Attendance

Wendy Garforth

Charity no 1029569  
Ofsted 110134

Last year's minutes approved

Proposed

Seconded

Lesley Roberts

Ian Garforth

Chair Report

(Attached)

Treasurers Report

(Attached)

Manager's Report

(Attached)

Election of Committee

Lesley Roberts, Ian Garforth, Becky Manning, Neville Taylor. Katie Fell

Proposed

Seconded

Becky Manning

Ian Garforth

Election of Officers

Chair Ian Garforth

Proposed Becky Manning, Seconded Lesley Roberts.

Treasurer Lesley Roberts

Proposed Ian Garforth, Seconded Becky Manning

Secretary Becky Manning

Proposed Lesley Roberts, Seconded Ian Garforth

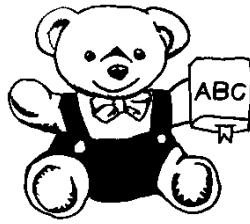
A.O.B

Discussed the safeguarding changes, coming in in September 2025, Karen and Wendy have attended two courses on this and all new regulations will be in place for September 2025.

Policies to be reviewed and updated during the summer.

Discussed the outside learning environment, the need for a working party during the summer. We will also look into applying for local councillor grants.

Meeting Closed at 8.30pm



Forest Bears Pre-School  
Forest Community Centre  
Pinehill Road  
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### **Chairs Report 2023 - 2024**

This year has been yet another busy year for Forest Bears, there have been many activities over the year which Wendy will cover in her report.

I would like to thank the members of the committee for all that they have done over the past year, each year it becomes harder and harder to entice people onto the committee, many people think that it is time consuming and therefore they do not have that amount of spare time, in reality there are perhaps three meetings each year plus the AGM.

All potential committee members are DBS checked so that they may help out with activities involving the children from time to time.

The committee is there to support the Pre – School and its help is always well received. There are some activities during the year in which a few hours help would make all the difference, Christmas, Craft Days, Community Fetes, helping to maintain the garden and play area, just a few of the ways in which we can help.

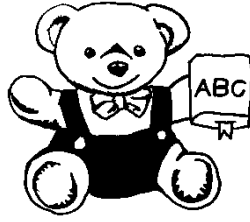
A big thank you to Lesley for taking on the role of Treasurer, the most onerous of the committee tasks. Thank you Lesley

Charity no 1029569  
Ofsted 110134

Lastly but by no means least is to thank Wendy, Karen, Michelle, Lisa and also welcoming Steph and Jo who came to us during the year, for all of the hard work that they put in throughout the year, and their dedication to the children, without this Forest Bears would not be the success it is now and has been for many years and will be for many years to come.

Ian Garforth

Chair



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MANAGER'S REPORT  
2023 2024

We returned in September

All new parents are given a welcome bag, all new children are given a Book bag and book mark and can borrow books from our library.

Lisa started her Apprenticeship

We won the Town in Bloom Competition for "Best Bug Hotel"

Charity no 1029569  
Ofsted 110134

Diane visited us again this year, and as usual the photos were outstanding, commission from these goes towards the children's Christmas gifts.

We celebrated Halloween, for those who wished to join in, by inviting parents into the setting to make spooky crafts

All parents of children starting school in September 2024 were invited to a meeting, to support them.

We observed Remembrance Day

The children made Christmas decorations for a local venue, that was putting on a Christmas lunch for people.

We held our Movie night again this year, it was very popular and successful again.

Families were invited in for Christmas craft and coffee

The children took part in the Nativity, sang songs and were visited by Father Christmas, there were refreshments for all. All children received a bag of reindeer food

Mums, Grandma's, Aunties were invited in over the week to have lunch with their child; all of the children made a fresh flower posy, to celebrate Mother's day

We celebrated World Book Day, by the children wearing their pyjamas to pre-school and bringing in their favourite book, all of the children were given a book token.

We re-instated the Chatter Challenge for the Easter holidays.

All of the children were given sun flower seeds, a pot and compost, to grow for the tallest sunflower competition, as well as some Easter eggs.

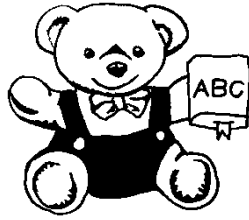
We attended Armed Forces Day

Parents were invited to come in and look at their child's work and enjoy the activities with them

The local schools visited, to meet the children moving up to reception in September 2024.

We held a family morning and a presentation for the children moving up to reception; they were all presented with a Forest Bear, a photo of their peers and a photo of the staff. We then let balloons off.

As usual throughout the year all of the staff worked tirelessly to make the children feel safe and have a fun time.



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Treasurers Report  
2023 -2024

The Accounts were signed off by our auditor. Copy available on request.

Another positive year very much attributable again to those children being paid for direct and not reliant on grants, even though our grant income rose considerably but so did our direct income.

Charity no 1029569  
Ofsted 110134

Costs have increased again, but we are maintaining a healthy net positive.

We have employed more Early Years Practitioners this year, so our salary costs have increased, but with the increase in children this is obviously very necessary.

The outlook is positive for our finances.

Lesley Roberts

Treasurer

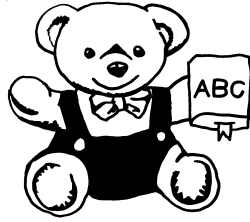
**FOREST BEARS PLAYGROUP**

England & Wales - Charity number 1029569

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# Accounts

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### Manager's Report 2022 – 2023

We returned with a good number of children on the register.

We walked to Jubilee park to lay flowers in remembrance for Queen Elizabeth 11.

The Town Mayor Leeroy Scott; visited the setting to give the children rosettes and a certificate. We won the Town in Bloom royal themed unusual planter. Thank you Lisa for your artistic input.

We closed on 19<sup>th</sup> September for the funeral of Queen Elizabeth 11

We changed Milk supplier, to a local organic dairy.

Diane Photos visited us again this year, with brilliant results as usual. The commission goes towards Christmas for the children. We raised £72.30

Parents invited in for Pumpkin carving

We planted bulbs out the front of the building, with Whitehill and Bordon Community Trust.

We held a transition meeting for parents of children starting school in September 2023 and provided them with a school readiness booklet.

We celebrated Nursery Rhyme Week

We celebrated Remembrance Day,

We held a Christmas craft and coffee morning for parents.

We held another successful Movie night for all of our families.

We held our Nativity and visit from Father Christmas; the local vicar was due to come and read the Nativity; but did not turn up; he apparently double booked!!

We had our Ofsted Inspection 21/02/2023 the outcome was GOOD

We celebrated World Book Day

We invited parents to afternoon tea, to celebrate Mothering Sunday.

We received a grant from Councillor Neville Taylor, for garden equipment

All children received : pots, compost, sunflower seeds, stickers and easter eggs. There will be a prize for the tallest sunflower in July. The seeds, pots and compost were supplied by Whitehill and Bordon Community Trust.

We held a brunch for our families to celebrate the coronation of King Charles 111

The children made cards to celebrate Father's day

Becky from Barnados visited to talk to the children about Oral health and Healthy Eating

We broke up for the summer, with a coffee and cake morning for all of the families. We had a presentation for the children moving up to reception, The children all received a teddy bear, bubbles, a photo of all their peers and one of the staff and their journals. We finished the morning by the children releasing balloons.

Unfortunately our rent was increased considerably this, we did try to negotiate but were not successful.

During the year we have attended SfYC briefings, First Aid training, Safeguarding courses and kept up to date with all changes.

Lisa started her Apprenticeship, and has worked really hard this year. Lauren joined us for the summer term.

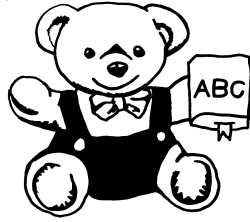
The Early years teachers from the local schools came in to meet the children starting with them in September 2023; we were disappointed that one school didn't visit, because there was only one child moving up to them; this felt as they didn't value that child!

We were in receipt of the Discretionary fund throughout the school year; which we used to support our families in different ways, to include: food parcel, electricity top up, extra hours, expanded café for all children.

We were closely with out side agencies to support our families. We contacted the other settings of the children who have shared care

We have a parents What's App group and during the year the parents used it to support each other, as well as us passing on information.

A huge thank you to Karen, Michelle, Lisa and Lauren; for once again ensuring the children in our care are safe and have a fun and happy experience during their time with Forest Bears Pre-School



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### **Chairs Report 2022 - 2023**

This year has been yet another busy year for Forest Bears, there have been many activities over the year which Wendy will cover in her report.

In February 2022 Forest Bears had their Ofsted Inspection, the result was GOOD. A huge thank you to all of the team in achieving this great report.

I would like to thank the members of the committee for all that they have done over the past year, each year it becomes harder and harder to entice people onto the committee, many people think that it is time consuming and therefore they do not have that amount of spare time, in reality there are perhaps three meetings each year plus the AGM.

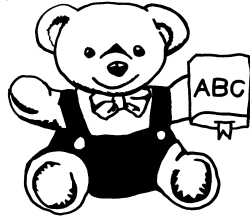
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A big thank you to Lesley for taking on the role of Treasurer, the most onerous of the committee tasks. Thank you Lesley

Lastly but by no means least is to thank Wendy, Karen, Michelle and Lisa for all of the hard work that they put in throughout the year, and their dedication to the children, without this Forest Bears would not be the success it is now and has been for many years and will be for many years to come.

Ian Garforth  
Chair



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e.mail [wendyforestbears@btopenworld.com](mailto:wendyforestbears@btopenworld.com)



### Treasurers Report 2022 -2023

The Accounts were signed off by our auditor. Copy available on request.

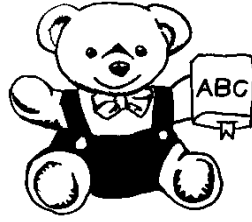
We have had a positive year again this year; again very much attributable to those children being paid for direct and not reliant on grants. Indeed, our grant income fell slightly but direct income rose considerably.

Costs have increased but at the moment we appear to be keeping ahead of them.

The overall position is that our net income fell slightly but is still healthy and positive.

We distributed the Discretionary grant from the government, in line with their guidance.

Lesley Roberts  
Treasurer



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## Minutes

AGM 18/06/2024 7.30pm

Present  
Lesley Roberts  
Ian Garforth  
Becky Manning

Apologies  
Neville Taylor

In Attendance  
Wendy Garforth

Last Year's Minutes Approved

Proposed Lesley Roberts, Seconded Ian Garforth

Chair Report (Attached)

Treasurers Report (Attached)

Manager's Report (Attached)

Election of Committee

Lesley Roberts, Ian Garforth, Becky Manning, Neville Taylor

Proposed Lesley Roberts, Seconded Becky Manning.

Election of Officers

Chair Ian Garforth

Proposed Becky Manning, Seconded Lesley Roberts

Treasurer Lesley Roberts

Proposed Ian Garforth, Seconded Becky Manning

Secretary Becky Manning

Proposed Lesley Roberts, Seconded Ian Garforth

AOB

Discussion on finding new fundraising ideas.

There is a need to update the constitution over the next few months because it is proving impossible to persuade any parents to become a trustee, despite the Chairman having written to them all this year. An Extraordinary General Meeting will be planned to ratify it.

Meeting Closed at 8.13

Forest Bears Pre School  
1/9/22- 31/8/23  
Income and Expenditure

		2023	2022	
Income	Early years Grant	72,415.36	73,346.75	
	Fees and Lunches	14,421.34	10,277.75	
	Food Vouchers		1,140.00	
	Other grants	977.07	100.00	
	Merchandise	289.25	206.00	
	Fundraising	551.87	160.05	
	Donations			
	Other	72.30		
		<u>88,727.19</u>	<u>85,230.55</u>	0
Expenditure	Premises	13,929.12	12,381.33	
	Wages	57,181.17	53,107.43	
	Pension Contributions	2,415.06	2,237.82	
	Ins/Membership	1,347.33	1,308.39	
	Equipment	1,790.00	1,613.19	
	Food Vouchers		1,140.00	
	Admin	758.47	1,343.53	
	Other	164.24	45.00	
	Merchandise	369.11	304.44	
	Ofsted		50.00	
	Snacks	323.87	278.13	
	Training	282.59	292.00	
		<u>78,560.96</u>	<u>74,101.26</u>	
		<u>10,166.23</u>	<u>11,129.29</u>	

**Related Party Transactions**

During the year the wife of the Chairman Mrs Wendy Garforth was employed by the charity as the manager her salary amounted to £21,132

**Reserves Policy**

Reserves are held in regard of closure costs of the Preschool and for years when there may be fewer children.

**Charitable Activities**

The Preschool aims to include everyone in their community with its activities and on this basis if a child can not pay for sessions that is in need due to hardship then the preschool will fund these hours. Also if a child is in need through personal circumstances then this will also be funded by the preschool. No child will be penalised for not being able to pay for activities.

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*Christine Cunningham*  
Christine L Cunningham FCCA  
29-Apr-24

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1/9/22- 31/8/23  
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*Christine Cunningham*

Christine L Cunningham FCCA

29-Apr-24

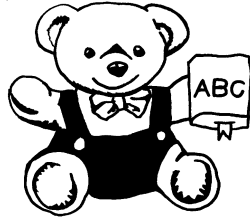
**FOREST BEARS PLAYGROUP**

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# Accounts

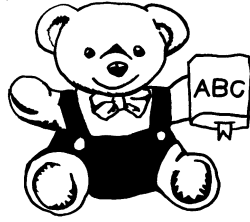
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**AGM AGENDA 15<sup>th</sup> June 2023**

- 1) Apologies
- 2) Minutes Last Years AGM
- 3) Chairs Report
- 4) Managers Report
- 5) Treasurers Report
- 6) Election of Committee
- 7) Election of Officers
- 8) AOB



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AGM  
15/06/2023  
7.30 pm

Apologies

Becky Manning

Present

Ian Garforth  
Lesley Roberts  
Neville Taylor  
Monika Lipczewska

In Attendance

Wendy Garforth

Last year's minutes agreed

Proposed Lesley Roberts  
Seconded Neville Taylor

Chair report  
Attached

Treasurers report

Attached

Managers' report

Attached

Election of committee

Ian Garforth, Lesley Roberts, Neville Taylor, Becky Manning, Monika Lipczewska

Proposed Ian Garforth  
Seconded Lesley Roberts

Election of Officers

Chair Ian Garforth  
Proposed Neville Taylor  
Seconded Lesley Roberts

Treasurer Lesley Roberts  
Proposed Ian Garforth  
Seconded Monika Lipczewska

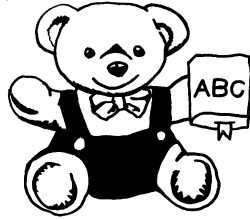
Secretary Becky Manning  
Proposed Lesley Roberts  
Seconded Neville Taylor

AOB

Lisa Taylor has stepped down from the committee  
Discussed fund raising in the current climate.  
To look into County Councillor grant from Andy Tree.

Meeting closed at 8.00 pm





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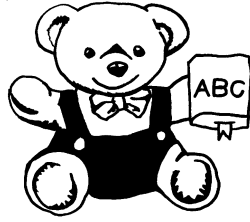
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A big thank you to Lesley for taking on the role of Treasurer, the most onerous of the committee tasks. Thank you Lesley

Lastly but by no means least is to thank Wendy, Karen, Michelle, Lisa and Becky for all of the hard work that they put in throughout the year, and their dedication to the children, without this Forest Bears would not be the success it is now and has been for many years and will be for many years to come.

Ian Garforth  
Chair



Forest Bears Pre-School  
Forest Community Centre  
Pinehill Road  
Bordon  
Hants  
GU35 0BS

School Hours Tel: 07528 302 108

e.mail [wendyforestbears@btopenworld.com](mailto:wendyforestbears@btopenworld.com)



### Manager's Report 2021 to 2022

We returned in September with 21 children on the register, a sign COVID is behind us!!!

During September we walked the children to the Community Orchard, to see if we could see the Apple tree, we planted last year.

We celebrated Harvest this year, with a food collection for our local Food Bank.

Diane, visited again this year to take the children's photos; as usual the results were outstanding.

We held a parent's meeting for the parents of children going school in September 2022.

We held a 2-minute silence for Remembrance Day, in the setting as we were unable to go to the local cenotaph.

We held a coffee and craft morning, to celebrate Christmas; all families were invited.

We held our Movie night again this year and it was well attended by our families.

We held our Nativity at St. Mark's Church again this year, some of the children found it a little overwhelming!

The children all received a gift from Father Christmas's Elf.

Louise joined our team.

We celebrated World Book Day, again this year and every child received a book token.

All the children were given a book start pack from the Library

We celebrated the Queen's Platinum Jubilee, by making crowns and holding a tea party for the children and their families. All of the children were given a jubilee book mark.

We entered the Town in Bloom, with a jubilee creation; a huge thank you to Lisa and her little helpers. We WON!!

We ended the school year with a family picnic and a presentation to the children moving up to "Big School" and then they let off balloons.

During the year Wendy, Karen and Michelle attended training Webinars, to ensure we are current with all aspects of the setting. Wendy, Karen and Becky up dated their First Aid Training. Louise completed some on-line training.

As a setting we worked closely with out side agencies, such as SALT and Portage; to support the children in our care.

All the schools, which our children are moving to in September 2022, visited the setting during the summer term.

All families entitled to Food Vouchers during the year received them, and we disbursed the discretionary fund in line with the guidance given.

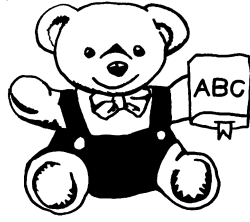
We said goodbye to Louise, who is expecting a baby.

We said goodbye to Gemma who is expecting a baby.

We would like to thank Becky and Lisa who have volunteered and supported us during the year.

I would also like to say a huge thank you to Karen and Michelle who go above and beyond every day, to make sure the children in our care are kept safe and have a fun and stimulating environment to grow in.

We finished with 32 children on the register.



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#### Treasurers Report 2021 -2022

The Accounts were signed off by our auditor. Copy available on request.

The Early Years Grants from the Government increased last year due to an increase in numbers of children, and we appear to have turned a corner. For the first time in 3 or 4 years we have covered our costs and have a surplus. This has been greatly helped by the number of children being paid for direct and not reliant on grants. Nevertheless, costs are increasing, as we are all aware, and we mustn't assume next year will be as positive.

We distributed the Discretionary grant from the government, in line with their guidance.

Our main fund raising was from the commission from the school photographs.

Fundraising is getting harder each year, especially in the current climate of inflation; we are always open to new fundraising ideas.

Lesley Roberts  
Treasurer



Forest Bears Pre School  
1/9/21- 31/8/22  
Income and Expenditure

		2022	2021	
Income	Early years Grant	73,346.75	54,989.42	
	Fees and Lunches	10,277.75	5,049.75	
	Food Vouchers	1,140.00	1,147.00	
	Other grants	100.00	487.40	
	Merchandise	206.00	179.00	
	Fundraising	160.05	710.27	
	Donations		10.00	
	Other		10.00	
		<u>85,230.55</u>	<u>62,582.84</u>	0
Expenditure	Premises	12,381.33	11,609.21	
	Wages	53,107.43	45,300.61	
	Pension Contributions	2,237.82	1,922.87	
	Ins/Membership	1,308.39	1,279.39	
	Equipment	1,613.19	1,670.98	
	Food Vouchers	1,140.00	1,147.00	
	Admin	1,343.53	518.56	
	Other	45.00	100.00	
	Merchandise	304.44	163.00	
	Ofsted	50.00	50.00	
	Snacks	278.13	54.28	
	Training	292.00	180.00	
		<u>74,101.26</u>	<u>63,995.90</u>	
		<u>11,129.29</u>	<u>- 1,413.06</u>	

### Related Party Transactions

During the year the wife of the Chairman Mrs Wendy Garforth was employed by the charity as the manager her salary amounted to £21,798

### Reserves Policy

Reserves are held in regard of closure costs of the Preschool and for years when there may be fewer children.

### Charitable Activities

The Preschool aims to include everyone in their community with its activities and on this basis if a child can not pay for sessions that is in need due to hardship then the preschool will fund these hours. Also if a child is in need through personal circumstances then this will also be funded by the preschool. No child will be penalised for not being able to pay for activities.

I certify that these figures have been taken from the computerised primary records for all bank accounts and cash expenses. The cash items were paid from monies received as fees. The majority of receipts have only been verified to bank statements and not primary receipt records.

Christine L Cunningham FCCA

Forest Bears Pre School  
1/9/21- 31/8/22  
Income and Expenditure

		2022	2021	
Income	Early years Grant	73,346.75	54,989.42	
	Fees and Lunches	10,277.75	5,049.75	
	Food Vouchers	1,140.00	1,147.00	
	Other grants	100.00	487.40	
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Christine L Cunningham FCCA

**FOREST BEARS PLAYGROUP**

England & Wales - Charity number 1029569

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# Accounts

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Forest Bears Pre-School

Manager's Report

2020 -2021

We returned in September, to a new normal!

Harvest collection were donations for the local food bank, again this year.

Diane Photographics were able to visit and again produced brilliant results.

We contacted St. Mark's church regarding performing our Nativity again this year; unfortunately, we had to cancel this due to COVID Lockdown!

We contributed to the Hogmoor time capsule.

Staff attended virtual training during the Autumn Term.

The children were all given the opportunity to paint a troll or fairy to be displayed in the Hogmoor café; several parents visited the café and sent photos of their children showing them their paintings.

As we could not hold our Nativity, the children all had the opportunity to try on different costumes and took their photos and sent them to their parents.

The children were all invited to attend our Christmas party and Father Christmas's Elf (Michelle) visited with gifts.

Due to vandalism over the Christmas holidays, one of our parents organised a "Go Fund" page to raise funds to replace the fence. We also had donated fencing, which was collected and delivered free of charge by my son in law and his brother-in-law. A local company Goodyear Gardening Services provided the labour free of charge, and we were able to replace all of the fencing before the children returned. We were lucky enough to secure a Local Councillor Grant from Councillor Wigman; which paid for the 3 new gates and iron mongery. The local community were extremely supportive.

January another lockdown announced but **Early Years carry on as usual**, a number of children did not return after the Christmas break due to COVID lockdown.

We held several ZOOM story and rhyme times for the families that hadn't returned; so that all of the children could stay in touch.

We kept our Face Book page updated, with our weekly Makaton sign, challenge and rhymes. We sent home next steps activities to families as well, with ideas and offers of resources.

Staff again attended virtual training during the Spring term.

This lockdown ended and children returned.

During the summer term staff again attended virtual training.

We worked closely with some of the schools our children were moving up to in September to make the transition as easy as possible for them after an unsettled year. One school did not contact us until we prompted them!

We worked closely with all of our families during the pandemic to offer as much support as was needed to individual families.

We also worked with SALT, Portage and other outside agencies to support the children, mostly by phone; but thankfully with some visits to the setting.

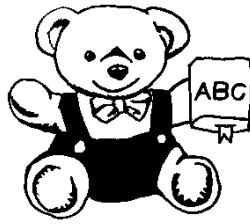
Our staff have kept Forest Bears a safe and happy environment for the children during these unprecedented times; and I wish to thank Karen and Michelle for their dedication to the children; and thank you to Becky who volunteered during the summer term.

All staff carried out twice weekly LFT,

We ended the year with a family picnic (the weather was kind to us!!) as it was after 19<sup>th</sup> JULY!!!! We had a leavers presentation for the children moving up to reception and they then all released balloons.

We received an amazing MUD kitchen and 2 balance bikes collectively from some of the families whose children were moving on to reception.

We are looking forward to a new year.



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AGM

13/06/22

7.30pm

Present

Ian Garforth

Becky Manning

Lesley Roberts

Neville Taylor

Lisa Taylor

In attendance

Wendy Garforth

Apologies

None Received

Last Year's Minutes agreed

Proposed Lisa Taylor

Seconded Neville Taylor

Chair Report

Attached

Treasurer Report

Attached

Manager Report

Attached

Election of committee

Ian Garforth, Becky Manning, Lesley Roberts, Neville Taylor. Lisa Taylor

Proposed Neville Taylor

Seconded Lisa Taylor

Election of Officers

Chair Ian Garforth , Treasurer Lesley Roberts, Secretary Becky Manning

Proposed Lisa Taylor

Seconded Neville Taylor

AOB

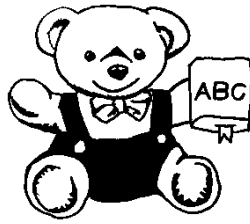
Discussion on WBCA rent and service; a meeting to be arranged with them.

Discussed using Facebook more effectively to promote the setting.

Discussed approaching a local councillor for a grant for equipment

Discussed contacting local fire service and police to visit the setting.

Meeting Closed at 8.00pm



Forest Bears Pre-School  
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### **Chairs Report 20-21**

This year has been another busy one for Forest Bears not made any easier by the Covid Pandemic. Whilst The Community Centre had to remain closed Forest Bears as all other Pre- Schools continued to operate. Stringent safety measures were put in place making the setting safe for both children and adults.

This was also the year that the fencing was vandalised over the Christmas Period. We are very grateful for the parents who set up the "Go Fund Page" on Facebook which paid for all of the smaller fencing, the 6'0 panels were donated to us, Goodyears a local gardening contractor fitted all of the fencing free of charge for us, new gates and ironmongery were funded by a Councillor Grant from Councillor Wigman, we are extremely grateful for people's generosity in both financial and time given up to this. Thank you

I would like to thank the members of the committee for all that they have done over the past year, each year it becomes harder and harder to entice people onto the committee, many people think that it is time consuming and therefore they do not have that amount of spare time, in reality there are perhaps three meetings each year plus the AGM.

All potential committee members are DBS checked so that they may help out with activities involving the children from time to time.

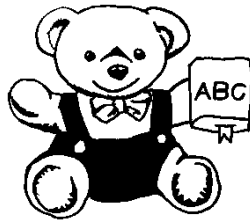
The committee is there to support the Pre – School and its help is always well received. There are some activities during the year in which a few hours help would make all the difference, Christmas, Craft Days, Community Fetes, helping to maintain the garden and play area, just a few of the ways in which we can help.

I would like to take this opportunity to thank Lesley for taking on the role of Treasurer, the most onerous of the committee tasks.

Lastly but by no means least is to thank Wendy, Karen and Michelle for all of the hard work that they put in throughout the year, and their dedication to the children, without this Forest Bears would not be the success it is now and has been for many years and will be for many years to come.

Ian Garforth

Chair



Forest Bears Pre-School  
Forest Community Centre  
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**AGM AGENDA 13<sup>th</sup> June 2022**

- 1) Apologies
- 2) Minutes Last Years AGM
- 3) Chairs Report
- 4) Managers Report
- 5) Treasurers Report
- 6) Election of Committee
- 7) Election of Officers
- 8) AOB

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Forest Bears AGM  
Treasurer's Report 2020/21

The Accounts were signed off by our auditor. Copy available on request.

The 2020/21 year continued with funding challenges together with COVID-19 impacts which of course affected everyone again. The Early Years Grants from the Government increased last year due to an increase in numbers of children, but still does not cover our costs. When added to the fees paid by those parents not supported by grants, we have managed to reduce our loss year on year.

Lesley Roberts

Treasurer

Forest Bears Pre School  
1/9/20- 31/8/21  
Income and Expenditure

		2021	2020	
Income	Early years Grant	54,989.42	46,536.52	
	Fees and Lunches	5,049.75	8,290.00	
	Food Vouchers	1,147.00		
	Other grants	487.40	-	
	Merchandise	179.00	176.50	
	Fundraising	710.27	103.50	
	Donations	10.00	88.13	
	Other	10.00	10.00	
		<u>62,582.84</u>	<u>55,204.65</u>	0
Expenditure	Premises	11,609.21	8,758.65	
	Wages	45,300.61	45,628.95	
	Pension Contributions	1,922.87	1,844.81	
	Ins/Membership	1,279.39	1,279.39	
	Equipment	1,670.98	1,512.66	
	Food Vouchers	1,147.00		
	Admin	518.56	477.01	
	Other	100.00	131.08	
	Merchandise	163.00	82.20	
	Ofsted	50.00	50.00	
	Snacks	54.28	59.73	
	Training	180.00	346.91	
		<u>63,995.90</u>	<u>60,171.39</u>	
		<u>- 1,413.06</u>	<u>- 4,966.74</u>	

### Related Party Transactions

During the year the wife of the Chairman Mrs Wendy Garforth was employed by the charity as the manager her salary amounted to £19,732

### Reserves Policy

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Christine L Cunningham FCCA *Christine L Cunningham* 29.3.22

Forest Bears Pre School  
1/9/20- 31/8/21  
Income and Expenditure

	2021	2020	
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Early years Grant	54,989.42	46,536.52	
Fees and Lunches	5,049.75	8,290.00	
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Other grants	487.40	-	
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<b>Expenditure</b>			
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Christine L Cunningham FCCA *llunningham 29.3.22*

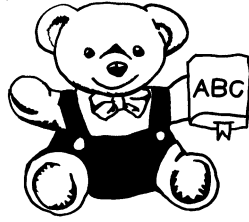
**FOREST BEARS PLAYGROUP**

England & Wales - Charity number 1029569

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# Accounts

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July 2020

## Managers' Report

2019-2020

We welcomed back our children from last year and some new families.

This term we welcomed a student from Alton college on placement. Chloe used to attend Forest Bears!!

This year we celebrated Harvest Festival by again collecting for our local food bank, which is based in St. Mark's Church; some of the children delivered the food over to the church.

This year we held our transition meeting earlier in the school year, to give the parents an understanding of what is expected of children starting reception as the reality is quite often different to what the parents think.

Diane Photographics visited again this year, with the usual outstanding results.

Consultations were offered to parents during the Autumn term, and as usual staff are available daily.

To celebrate Remembrance Day this year the children made poppies. One of the children's' grandad sent in his medals and beret and photos of himself in uniform to share with the children, she was very proud. We attended the

Remembrance service outside and again were very proud of the children observing the 2-minute silence.

In November we walked to the new orchard that has been planted and we adopted an apple tree.

During December Michael came in to read several times, dressed in festive outfits. We held craft afternoons for family members, Movie night was again a great success and enjoyed by all who attended. We performed our Nativity and Christmas production in St. Mark's church again this year, we were warmly welcomed by the reverend Deborah Scott-Bromley. We then had a picnic back at the setting and a visit from Father Christmas.

We celebrated World Book Day, and we had several visitors who came in to read and do activities; they dressed up as the characters from the stories they read.

### **CORONAVIRUS**

We closed on 20<sup>th</sup> March, in line with government advice. During lockdown, we stayed in touch with our families, by text, e mail and ZOOM story times and regular info and activities on our Facebook page.

Although the staff were furloughed during this period, they worked very hard on updating their CPD, by completing numerous webinar courses and gaining the certificates, accessing Hampshire training on the Moodle and webinar course and research.

We were allowed to re-open from the 1<sup>st</sup> June, we worked with the community centre to enable us to offer our service to our families from 8<sup>th</sup> June. We put in place COVID-19 policy/ procedures which we shared with our parents. We offered a part time opening. To start with only 3 of the children. returned, this slowly increased to 9 by the end of term. We asked the parents to complete a return to pre-school after COVID-19 questionnaire, to help us support the children.

3 of our feeder schools contacted us to enable us to pass on the children's information, we the forwarded the paperwork to them and the school that did not make contact we offered to speak to them but they did not reply again this year.

In line with COVID-19 guidance and restrictions we were able to have a small celebration for the children moving up to year R in September.

Once again, a huge thank you to our staff, for their continued support and dedication especially this year in these unprecedented times.

We are looking forward to a new school year.



Forest Bears Pre School  
1/9/19- 31/8/20  
Income and Expenditure

		2020	2019	
Income	Early years Grant	46,536.52	62,762.16	
	Fees and Lunches	8,290.00	6,174.09	
	Other grants	0.00	0.00	
	Merchandise	176.50	171.83	
	Fundraising	103.50	83.00	
	Donations	88.13	200.00	
	Other	0.00	0.00	
		<u>55,194.65</u>	<u>69,391.08</u>	0
Expenditure	Premises	8,758.65	12,759.09	
	Wages	45,628.95	54,695.17	
	Pension Contributions	1,844.81	1,775.94	
	Consumables	0.00	0.00	
	Ins/Membership	1,279.39	1,262.46	
	Equipment	1,512.66	549.31	
	Admin	477.01	732.21	
	Cookery	0.00	0.00	
	Crafts	0.00	0.00	
	Other	131.08	233.74	
	Fundraising	0.00	0.00	
	Merchandise	82.20	0.00	
	Ofsted	50.00	50.00	
	Snacks	59.73	145.97	
	Training	346.91	285.00	
		<u>60,171.39</u>	<u>72,488.89</u>	46,025.36
		<u><u>-4,976.74</u></u>	<u><u>-3,097.81</u></u>	

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	Snacks	59.73	145.97	
	Training	346.91	285.00	
		<u>60,171.39</u>	<u>72,488.89</u>	46,025.36
		<u><u>-4,976.74</u></u>	<u><u>-3,097.81</u></u>	

### Related Party Transactions

During the year the wife of the Chairman Mrs Wendy Garforth was employed by the charity as the manager her salary amounted to £20,238

### Reserves Policy

Reserves are held in regard of closure costs of the Preschool and for years when there may be fewer children.

### Charitable Activities

The Preschool aims to include everyone in their community with its activities and on this basis if a child can not pay for sessions that is in need due to hardship then the preschool will fund these hours. Also if a child is in need through personal circumstances then this will also be funded by the preschool. No child will be penalised for not being able to pay for activities.

I certify that these figures have been taken from the computerised primary records for all bank accounts and cash expenses. The cash items were paid from monies received as fees. The majority of receipts have only been verified to bank statements and not primary receipt records.

Christine L Cunningham FCCA