



Busy Bees Pre-school
registered charity no. 1035749

Audited Accounts For The Financial Year
1st September 2022 - 31st August 2023

Independent Examiner's Report

In my opinion, the accounts of Busy Bees Pre-school for the year ended 31 August 2023 have been prepared in accordance with the books and records of the Pre-school

Examiner


Zoe Parker

Date

25. 06. 2024

Busy Bees Playgroup
Statement of Assets & Liabilities as at 31st August 2023

		2023	2022
Opening Cash at Bank 1st August	Savings	£20,284.98	£20,274.84
	Current	£84,541.52	£87,700.83
Opening Cash in hand at 1st August		£153.60	£411.60
Total		<u>£104,980.10</u>	<u>£108,387.27</u>
Excess/(Deficit) of Receipts over Payments		(12,087.33)	(3,407.17)
Total		<u>£92,892.77</u>	<u>£104,980.10</u>
Closing Cash at Bank at 31st August	Savings	£20,391.10	£20,284.98
	Current	£72,185.32	£84,541.52
Closing Cash in hand at 31st August		£316.35	£153.60
Total		<u>£92,892.77</u>	<u>£104,980.10</u>

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

Name Zoe Parker

Signature 

Date of Approval 25.06.2024


**Busy Bees Pre-school
Receipts and Payments Account
Year ended 31st August 2023**

	2023	2022	Variances
Receipts			
Fees - NYCC	64,010	77,215	(13,205)
Fees - Parents	34,081	30,008	4,074
Uniform Sales	56	242	(186)
Fundraising Income	903	686	217
Sundry	1,977	1,287	690
Total Receipts	101,027	109,438	(8,411)
Payments			
Salaries	78,667	88,489	9,821
Tax/ NI/ Pension	11,037	5,329	(5,708)
Courses/training	821	1,830	1,009
Rent & Rates	276	335	60
Utilities	3,970	2,907	(1,063)
Subs and insurance	4,023	4,881	858
Building Maintenance	8,169	3,573	(4,596)
Equip /Materials	2,103	2,273	170
Office Exp	874	160	(714)
Snack	509	377	(131)
Uniform Costs	-	352	352
Trips/Parties	-	43	43
Fundraising Costs	10	251	241
Sundry	2,655	2,044	(611)
Total Payments	113,115	112,845	(270)
Excess/(Deficit) of Receipts over Payments	(12,087)	(3,407)	(8,680)

Net Fundraising breakdown:	2023	2022	Variances
Photos		42	(42)
Christmas/summer Fayre	343		343
Santa Letters	73	36	37
Bags to School			0
Raffles/tombolas/lucky dip/lottery board	166	133	33
Quizes/Bingo Fundraiser			0
Easy Fundraising Commission	115	19	96
Reindeer Food	22	14	9
Christmas Cards/Baubles/Other	74	94	(21)
Bedtime Stories			0
Easter Egg Hunt			0
Comic Relief/Children in Need Fundraising			0
Fancy Dress Day Donations	18		18
Other Fundraising/Donations	83	99	(16)
Fundraising total	893	436	458

Independent Examiner's Report

In my opinion, the accounts of Busy Bees Pre-school for the year ended 31 August 2023 have been prepared in accordance with the books and records of the Pre-school.

Examiner  Zoe Parker

Date 25.06.2024



Trustees' Annual Report for the period

Period start date
From Day 01 Month 09 Year 2022
 Period end date
To Day 31 Month 08 Year 2023

Section A Reference and administration details

Charity name Busy Bees Pre-school

Other names charity is known by

Registered charity number (if any) 1035749

Charity's principal address

Pannal Green

Pannal

Harrogate

Postcode

HG3 1LH

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Kate Johnson	Chair		
2	Zoe Parker	Treasurer		
3	Jane Horsnell	Secretary		
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
Iain Ward Campbell	
Trish Wilson	
Mark Jones	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

--

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document	Early Years Alliance Constitution
How the charity is constituted	Trust
Trustee selection methods	Election at AGM

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

--

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To enhance the development and education of children under statutory school age by encouraging parents to understand and provide for the needs of the children through community groups and by: (a) offering appropriate play, education and care facilities, family learning and extended hours groups, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability; (b) encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas; (c) instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance.

Provision of pre-school sessional childcare for children aged 2 to 5 years, 5 days per week during term time only, at morning, afternoon and full day sessions. Working to Ofsted guidelines.
Providing building, facilities, outdoor space and childcare services.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

Continued provision of high-quality pre-school childcare to the local community at an affordable price.

Due to a low birth rate during Covid and the cost of living crisis several families reduced their sessions and some expected new starters delay their place until they qualified for funding, so we commenced the academic year with child bookings below break-even point, but reached break-even point by spring term, although bookings remained below normal levels for the remainder of the academic year.

The continued financial support from North Yorkshire County Council for funded children provided the majority of income for the setting during the year.

The setting continued to provide 2- Year Old Funded places and 15-hour Universal Funded and 30-hour Extended Funded childcare places for children following their third birthday, allowing families to claim funding flexibly across all sessions.

Our regular fundraising programme continued, to raise funds to purchase additional equipment for the Pre-school and for improvements to the outdoor space, although our income from fundraising was reduced from previous levels due to economic pressure on families.

Additional resources were purchased to enhance the setting, using small donations from families and funds from fundraising.

We continued to support the local college through the work experience and apprenticeship scheme.

We continued to constantly review expenditure on staffing and overheads, with careful monitoring of staff ratios, whilst upholding contracted hours.

We continued to invest in staff development, with ongoing training courses in areas such as paediatric first aid, safeguarding, SENCO, health & safety and safer recruitment. We renewed our subscription to an HR support team to meet our increased HR responsibilities.

A continued programme of indoor and outdoor practical experiences for our children, including baking and seasonal activities and visits by external companies such as yoga and sports programmes.

A continued programme of building maintenance, with small ongoing repairs during the year and improvements to the outdoor space with the introduction of a new decking area.

Section E Financial review

Brief statement of the charity's policy on reserves

Maintained the reserves of £20k for emergency buildings maintenance and a further £60k reserves to cover 6 months operating costs, should the Pre-school's session bookings fall considerably below break-even levels or operations be disrupted for a period of time.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

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

Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s) *KJ Johnson*

Full name(s) Kate Johnson

Position (eg Secretary, Chair, etc) Chair

Date 12/10/2023