

BUSY BEES PRE-SCHOOL

England & Wales · Charity number 1049439

Details

Other names	BUSY BEES PLAYGROUP
Status	Registered
Legal form	Other
Registered	1995-09-27
Register	View on the Charity Commission register

Contact

Address	Busy Bees Preschool 20 Bailey Close London E4 9HG
Phone	02085594473
Email	busybeeschingford@hotmail.co.uk
Website	busybeeschingfordpreschool.co.uk

Activities

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

Activities: To provide high quality, affordable child care, for children aged 2 years - 5 years. To involve the local community and parents in our activities. To enhance the lives of those we come into contact with. To provide advice and support in the childcare field.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Education/training
- **Who:** Children/young People

Geography

- **Area of benefit:** IN PRACTICE CHINGFORD
- Waltham Forest

Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£270,147	£251,324	-	-
2024-08-31	£251,185	£248,320	-	-
2023-08-31	£221,322	£218,635	-	-
2022-08-31	£187,219	£206,131	-	-
2021-08-31	£179,215	£157,530	-	-

Trustees

Name	Role	Appointed
Lisa Taylor-Buckingham	Chair	2023-04-27
Carol Oley		2023-05-11
Deborah Hendry		2023-05-25
Kay Gill		2023-07-20
Mariya Nikolaeva Peneva		2023-04-27
Matthew Martin Smith		2023-04-27

BUSY BEES PRE-SCHOOL

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Accounts



Busy Bees Preschool
20, Bailey Close,
Chingford,
London
E4 9HG

020 8559 4473

Email:- busybeeschingford@hotmail.co.uk

Ofsted Registration Number 146918

Registered Charity Number 1049439

Annual Report and Accounts

1st September 2024 – 31st August 2025



The Busy Bees Preschool has remained busy with enough children to keep us sustainable over the last year, however we have seen numbers drop slightly but this seems to be a current trend in our locality, we have even seen local school nurseries close due to lack of uptake in their provisions.

Our Ofsted inspection on the 13th January 2024, went very well and we were once again graded “good”, which is due to the hard work and dedication of the staff and committee.

There have once again been changes made by Ofsted to the early years sector, and our policies and procedures have been updated to keep us compliant.

The building still continues to need repairs, this is the responsibility of the 23rd Chingford Scout group, who themselves are a registered charity number 303859, they do have a full self repairing lease with the London Borough of Waltham Forest, we do however note that repairs seem to be non existent and we often end up having to pay for these ourselves as the childrens safety and welfare are our top priority.

We did look at a nursery on school premises with a view to rent, but eventually the school combined the nursery and reception class (due to low numbers) and used the nursery for this class.

We had a very successful trip to Hertfordshire Zoo, in June, with many children and parents enjoying the day, the weather was kind to us, in fact a little too hot,

We had Father Christmas and his Elf join us at the Christmas Party which was hosted by the Skittleman, an entertainer that we have used for many years.

We recently dropped our starting age at Busy Bees to 20months, as we had a few children with siblings who were ready to start.

Busy Bees has started a breakfast club, there has not been much of an uptake for this, but these new sessions take time to fill.

The outside area is very popular with the children, I must thank Matthew Smith (committee member) who comes in on a regular basis to cut the grass and keep it looking tidy.

We still have a high number of children with SEN at Busy Bees, it is a joy to watch them as they make progress.

The accounts have been audited by P. Chapman this year and are attached for your information, I hope you have had time to read them and I would now like to throw the floor open to you for any questions or comments that you may have.

Thank You

Opening Balance 1st September 2024

Current Account	£	1,405.60	
Deposit Account	£	17,367.82	
Reserve Account	£	11,828.49	
Cash in Hand	£	-	£ 30,601.91

Income

Fees 2 year old	£	1,666.50	
Fees 3 & 4 year olds	£	3,734.50	
FEEE Grant 3 - 4 years	£	111,002.30	
FEEE Grant 2 years	£	75,573.44	
EYPP	£	10,414.51	
EHC Funding	£	23,566.20	
SENIF	£	33,810.00	
SENIF Notional Budget	£	6,589.32	
milk refund	£	63.49	
Interest	£	415.09	
DAF	£	2,730.00	
Raffles	£	250.40	
Donations	£	99.26	
Easy Fundraising	£	149.15	
Photo Commission	£	83.45	£ 270,147.61

Expenditure

Staff Wages	£	187,998.98	
HMRC	£	6,212.17	
Nest Pensions	£	3,727.13	
Payroll	£	452.70	
OFSTED	£	220.00	
DBS	£	192.00	
Office Equipment	£	531.81	
Bank Service Charges	£	105.34	
Milk	£	91.90	
Snack	£	634.07	
Training	£	2,256.98	
Citation	£	2,696.83	
Uniform	£	384.76	
Outings	£	1,048.54	
Repairs & Renewals	£	1,074.84	
Staff	£	1,469.50	
Online Learning Journal	£	231.00	
ICO	£	47.00	
Insurance (2 years)	£	632.40	£ 210,007.95

Premises Costs

Rent	£	11,400.00	
PAT Testing	£	234.00	
Audible UK	£	98.88	
Fire Alarm Testing	£	354.00	
Fixed Wire Test	£	714.00	

Gaden/Gardener	£	1,224.77	
Pest Control	£	<u>252.00</u>	£ 14,277.65
<u>General Admin Expenses</u>			
Landline Telephone	£	1,087.60	
Mobie Telephone	£	368.86	
Postage & Packaging	£	283.93	
Stationery	£	492.67	
Printer Ink	£	1,565.41	
A4 Paper	£	364.92	
Petty Cash	£	916.79	
Ring Doorbell	£	88.98	
Microsot Office	£	173.33	
Adobe	£	239.64	
AVG Antivirus	£	<u>244.97</u>	£ 5,827.10
<u>Janitorial Supplies</u>			
Nappy Cassettes	£	139.44	
Washing Up Liquid	£	12.19	
Gloves	£	149.77	
Paper towels	£	242.08	
Toilet Paper	£	156.64	
Floor Cleaner	£	98.39	
Toilet Cleaner	£	77.98	
Changing Mats	£	111.08	
Handwash	£	70.00	
Air Freshner	£	37.56	
Tissues	£	107.13	
Antibac Spray	£	188.43	
Cloths	£	85.50	
Hand Gel	£	195.25	
Bin bags	£	84.50	
Baby Wipes	£	125.22	
First Aid	£	<u>131.08</u>	£ 2,012.24
<u>Advertising</u>			
UK Town Maps	£	1,000.00	
BT Advertising	£	515.16	
Flagship Media	£	360.00	
Yell. Com	£	<u>1,934.40</u>	£ 3,809.56
<u>Toys/Equipment/Activities</u>			
Toys & Equipment	£	13,072.15	
Activities/Art & Craft	£	604.26	
Chalk	£	164.24	
Sand	£	137.48	
Paint	£	263.24	
Batteries	£	295.98	
Glue	£	169.45	
Cooking Activties	£	363.77	
Crayons	£	149.39	
Pencils	£	96.27	
Flour	£	116.55	
Christmas	£	502.03	

Halloween	<u>£ 134.30</u>	£ 16,069.11
<u>Services Bought In</u>		
Aquacool Water Dispenser	£ 830.89	
Concept Hygiene	£ 502.92	
Tiny Mites/Jumping Beans	£ 860.00	
Bouncy Castle & Skittleman	£ 650.00	
Zoolab	<u>£ 501.60</u>	£ 3,345.41

Opening Balance	£ 30,601.91	
Income	<u>£ 270,147.61</u>	
<i>Sub Total</i>	£ 300,749.52	
Less Expenses	-£ 210,007.95	
Less Premises Costs	-£ 14,277.65	
Janitoria Supplies	£ 2,012.24	
Less General Admin Expenses	-£ 5,827.10	
Less Advertising	-£ 3,809.56	
Less Toys & Equipment	-£ 16,069.11	
Less Services Bought In	<u>-£ 3,345.41</u>	£ 49,424.98

Closing Balance 31st August 2025

Current Account	£ 2,437.45	
Deposit Account	£ 17,689.39	
Reserve Account	£ 29,226.43	
Cash in Hand	<u>£ 71.71</u>	£ 49,424.98

Accounts for the Busy Bees Preschool
Audited and found to be a true record
of Busy Bees Preschool financial
position for year end 31st August 2025

Peter Shepherd BSC (hons)

P. Shepherd

2nd November 2025

1st Quarter

30th November 2024

Opening Balance

Current Account	£ 1,405.60	
Deposit Account	£ 17,367.82	
Reserve Account	£ 11,828.49	
Cash in Hand	<u>£ -</u>	£ 30,601.91

Income

Fees 3 & 4 year olds	£ 1,081.50	
Fees 2 year olds	£ 825.00	
FEEE 3 - 4 years	£ 25,396.41	
FEEE 2 years	£ 17,889.90	
EYPP	£ 3,237.07	
EHC	£ 5,787.24	
SENIF	£ 7,140.00	
Senif Notional Budget	£ 1,749.99	
Milk Refund	£ 22.90	
DAF	£ 1,820.00	
Raffles	£ 54.40	
Photo Commission	£ 47.24	
Easy Fundraising	£ 15.95	
Donations	<u>£ 22.50</u>	£ 65,090.10

Expenditure

Staff Wages	£ 36,942.73	
HMRC	£ 1,216.88	
Nest Pensions	£ 858.13	
Payroll Charge	£ 71.39	
Office Equipment	£ 34.48	
Bank Service Charges	£ 21.85	
Milk	£ 26.75	
Snack	£ 124.94	
Training	£ 13.00	
Uniform	£ 138.05	
Repairs & Renewals	£ 251.85	
Staff	£ 323.68	
Insurance	<u>£ 200.00</u>	£ 40,223.73

Premises Cost

Rent	£ 3,480.00	
Fire Alarm Test	£ 354.00	
Gardener	£ 300.00	
Pest Control	<u>£ 60.00</u>	£ 4,194.00

General Admin Expenses

Landline Telephone	£ 490.34	
Mobile Phone	£ 44.37	
Postage & Packaging	£ 33.65	
Stationary	£ 82.24	

Printer Ink	£	438.48	
A4 Paper	£	22.20	
Petty Cash	£	129.82	
Microsoft Office	£	47.94	
Abode	£	<u>59.91</u>	£ 1,348.95

Janitorial upplies

Nappy Cassettes	£	31.92	
Washing Up Liquid	£	7.19	
Gloves	£	21.06	
Paper Towels	£	43.18	
Toilet Paper	£	27.00	
Toilet Cleaner	£	9.59	
Hand Wash	£	18.44	
Tissues	£	40.32	
Anti Bac Spray	£	26.38	
Cloths	£	21.60	
Baby Wipes	£	18.06	
Waste Bags	£	20.14	
First Aid	£	<u>79.73</u>	£ 364.61

Advertising

BT Direcorories	£	85.86	
Flagsship Website	£	90.00	
Yell.com	£	<u>483.60</u>	£ 659.46

Toys Equipment Activities

Toys & Equipment	£	2,808.89	
Art & Craft	£	162.90	
Cooking	£	39.98	
Halloween	£	134.30	
Flour	£	55.80	

Services bought in

Aquacool water dispenser	£	400.77	
Concept Hygiene	£	<u>98.28</u>	
			£ 499.05

Opening Balnce	£	30,601.91	
Income		<u>£ 65,181.36</u>	
<i>sub total</i>		£ 95,783.27	
Less Expenses	-£	40,767.99	
Less Premises Cost	-£	4,194.00	
Less Adminnstation Cost	-£	1,348.95	
Less Janitorial Cost	-£	364.61	
Less Adverttising	-£	659.46	
Less Toys & Equipment	-£	3,474.61	
Less Service Bought In	-£	<u>499.05</u>	
			£ 44,474.60

Current Account	£	825.74	
Deposit Account	£	21,821.46	

Reserve Account	£ 20,566.11	
Cash in Hand	<u>£ 1,261.29</u>	£ 44,474.60

Peter & Pamela Shepherd Bsc (Hons)

51 Chivers Road

Chingford

London

E4 9TD

07483316221

Email Sheppam79@outlook.com

I, Mr Peter Shepherd of 51 Chivers Road, Chingford, E4 9TD can confirm that I have examined the account of the Busy Bees PreSchool, 20 Bailey Close, Chingford E4 9HG.

The accounts for the period 1st September 2024 – 31st August 2025 were presented with Bank Statements, Invoices, Receipts and Cash Book for my examination.

I can confirm that there were no discrepancies and they reflect a true record of the Charities financial position.

The closing balance of these accounts stans at £49,424,98 as at 31st August 2025.

I therefore agree this set of accounts.

P. Shepherd

Peter Shepherd Bsc (Hons)

BUSY BEES PRE-SCHOOL

England & Wales - Charity number 1049439

Accounts



20 Bailey Close
Chingford
E4 9HG

Ofsted 146918

Registered Charity Number 1049439

Email:- busybeeschingford@hotmail.co.uk

020 8559 4473

Annual Report and Account

1st September 2023 – 31st August 2024

We are pleased to start this report with the news that we have had our OFSTED inspection and we received a “good”.

The Ofsted inspector was very calm and professional and put all staff at ease, she was impressed with the way all staff knew each child, their likes and dislikes and the interaction that went on in the setting.

Even so it was still quite nerve wrecking for the staff but everyone was great and just “did their job”

Our number have remained very high again this year, and again we have seen a steady increase in children with little or no speech, which can be quite a challenge at times.

Our financial position remains good as you will see from the accounts attached with this report.

The building is still in need of some repairs, nothing much changes with the scout group that we lease from.

Our Apprentice, Sophie has passed her level 3 in Childcare and Early Education and is well liked by the children, who enjoy having a “younger” staff member around. We may take on another apprentice this coming year as we have had quite a few enquiries.

Kelly who was a level 2 has now completed her level 3.

We have had one member of staff leave, due to family commitments so will be interviewing in the new school term.

I would like to ask for any questions before we elect a new committee, and would like to thank the leaving committee for their work and dedication this year.

Busy Bees Preschool Accounts September 1st 2023 - August 31st 2024			
Opening Balance			
Current Account	£	2,231.30	
Deposit Account	£	24,771.45	
Reserve Account	£	733.75	
Cash in Hand	£	-	£ 27,736.50
Income			
3 - 5 years old	£	5,654.37	
2 Years Old	£	8,272.50	
FEEE Grant 3- 5 years	£	86,716.66	
FEEE Grant 2 year olds	£	75,705.23	
EYPP	£	3,502.57	
EHC Funding	£	39,376.53	
SENIF	£	25,532.32	
Milk Refund	£	101.81	
Interest	£	264.93	
Training	£	266.70	
DAF	£	5,315.00	£ 250,708.62
Fundraising			
Raffles	£	194.00	
Easy Fundraising	£	92.20	
Smartie Tubes	£	191.10	£ 477.30
EXPENSES			
Staff Wages	£	167,689.01	
HMRC	£	4,983.41	
Nest Pensions	£	3,518.97	
Payroll Charge	£	475.49	
OFSTED Registration	£	220.00	
DBS	£	403.48	
Office Equipment	£	1,959.09	
Bank Service Charges	£	96.75	
Milk	£	85.58	
Snack	£	518.09	
Travel	£	162.00	
Training	£	1,555.61	
Citation HR	£	3,840.51	
Staff Uniform	£	1,165.05	
Outings	£	877.93	
Repairs and Renewals	£	1,364.60	
Staff Expenses	£	2,980.24	
ON line Journals	£	2,339.10	
ICO	£	35.00	
Insurance	£	3,432.67	£ 197,702.58

Premises Costs			
Rent	£	11,760.00	
Pat Test	£	234.00	
Legionella Testing	£	774.00	
Fire Alarm Testing	£	354.00	
emergency Lighting Test	£	594.00	
Garden/Gardener	£	733.58	
Pest Control	£	360.00	£ 14,809.58
General Admin			
Landline Telephone	£	551.49	
Mobile Phone	£	146.04	
Postage & Packing	£	457.12	
Stationery	£	754.79	
Printer Ink	£	1,356.28	
A4 Printer Paper	£	193.88	
Petty Cash	£	216.99	
Food Bank	£	179.98	
Microsoft Office	£	143.82	
Adobe	£	219.67	
AVG Anti Virus	£	148.98	£ 4,369.04
Janitorial Supplies/PPE			
Nappy Cassettes	£	221.76	
Washing Up Liquid	£	24.91	
Gloves	£	325.77	
Paper Towels	£	171.92	
Toilet Paper	£	181.81	
Floor Cleaner	£	113.66	
Toilet Cleaner	£	58.42	
Changing Mats	£	21.57	
Hand Wash	£	55.84	
Air Freshener	£	38.55	
Tissues	£	84.09	
Cleaning	£	390.74	
Anti Bac Spray	£	99.52	
Cloths	£	48.77	
Hand Gel	£	144.00	
Nappy Sacks	£	12.10	
Baby Wipes	£	59.28	
Black Sacks	£	37.78	
First Aid	£	108.05	£ 2,198.54
Advertising			
UK Town Maps	£	1,000.00	
BT Directories	£	425.16	
Flagship Website	£	618.00	
Yell . Com	£	2,319.40	£ 4,362.56

Toys/Equipment/Activities			
Toys and Equipment	£	9,036.29	
Activities/Art & Craft	£	1,038.54	
Chalk	£	72.54	
Play Sand	£	134.00	
Paint	£	274.71	
Batteries	£	146.97	
Glue	£	149.39	
Cooking Activities	£	211.78	
Crayons	£	149.39	
Parties/Graduation/Christmas/Easter	£	2,045.21	
Pencils	£	72.68	
Flour	£	66.27	
SEN Toys & Equipment	£	8,432.81	£ 21,830.58
Services Bought In			
Aquacool Water Dispenser	£	208.95	
Concept Hygiene	£	379.08	
Tiny Mites	£	1,320.00	
Bouncy Castle/Skittleman	£	590.00	
Zoolab	£	549.60	£ 3,047.63
Opening Balance	£	27,736.50	
Income	£	250,708.62	
Fundraising	£	477.30	
<i>sub total</i>	£	278,922.42	
Less Expenses	-£	197,702.58	
Less Premises Costs	-£	14,809.58	
Less General Admin	-£	4,369.04	
Less Janitorial Expenses	-£	2,198.54	
Less Advertising	-£	4,362.56	
Less Toys & Equipment	-£	21,830.58	
Less Services Bought in	-£	3,047.63	£ 30,601.91
Closing Balance			
Cash in Hand	£	-	
Current Account	£	1,405.60	
Deposit Account	£	17,367.82	
Reserve Account	£	11,828.49	£ 30,601.91

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Accounts

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Annual Report and Accounts

1st September 2023 – 31st August 2023

The Busy Bees Preschool, has seen an increase in the number of children with Special Educational Needs, and this has impacted on the dynamics of the group, we are finding that although we have one to one support workers, the needs of these children are very demanding. It only takes one staff member to be absent and the setting becomes quite "hectic".

However, we are still very fortunate to have a high intake of children, and remain financially solvent.

It is only the hard work and dedication of the staff that keeps us as one of the highly recommended preschools in the borough.

As stated our financial position remains very good and we have been able to increase our reserves and will continue to do so over the coming year.

The building we are in still needs repairs doing, and although we have paid for some of these ourselves, they are the responsibility of the landlord, 23rd Chingford Scout Group, who are themselves a registered Charity number 303859, they have a full self repairing lease with the London Borough of Waltham Forest. However, we are unable to get confirmation of how long the lease is.

We are always looking for new, unshared premises but there is a lack of building available in the area.

We are due an Ofsted inspection at any time, and although the EYFS has changed we feel that we are ready for the day they come.

This is a brief report as I would like to turn to you for questions and suggestions that you may have before we elect a new committee.

Thank You

Busy Bees Preschool Year End Accounts as at 31st August 2023

Opening Balance			
Current Account		£ 1,490.11	
Deposit Account		£ 23,434.88	
Cash in Hand		£ 124.13	£ 25,049.12
Income			
2 year old FEEE		£ 45,759.86	
3 & 4 Year old FEEE		£ 106,812.29	
2 year old fees		£ 10,492.50	
3 year old fees		£ 10,963.37	
EYPP		£ 3,437.23	
SENIF		£ 29,340.00	
EHC Plan		£ 11,188.17	
Late Fee		£ 21.00	
DAF		£ 2,400.00	
Interest		£ 59.57	
Milk Refund		£ 53.32	
World Book Day		£ 11.00	
Snack		£ 104.00	
Easy Fundraising		£ 73.13	
Raffle		£ 293.50	
Photo Commission		£ 154.51	
Amazon Smile		£ 159.04	
			£ 221,322.49
Expenses			
Staff Wages		£ 146,595.42	
HMRC		£ 4,698.63	
Nest Pensions		£ 3,533.07	
Patroll Charge		£ 423.66	
OFSTED Registration Fees		£ 220.00	
DBS		£ 1,101.16	
Insurance		£ 1,906.40	
Early Years Learning Journal		£ 510.00	
Covid Tests		£ 25.98	
Bank Charges		£ 104.32	
Milk		£ 84.39	
Snack		£ 896.25	
Early Years Fundamentals		£ 50.00	
Disposable Cups etc		£ 144.10	
Training		£ 2,671.20	
Citation HR		£ 3,758.80	
Staff/Committee Expenses		£ 1,695.61	
Travel Costs		£ 81.50	
Reparis & Renewals		£ 3,321.40	
Wainwright Screenprint		£ 342.41	
ICO		£ 35.00	
			£ 172,199.30

<u>Premises Costs</u>			
Rent		£	11,040.00
Garden/Gardener		£	989.78
PAT Testing		£	322.96
Pest Control		£	307.75
		£	12,660.49
<u>General Admin Expenses</u>			
Landline Telephone (Onecom)		£	1,131.30
Mobile Phone		£	138.65
Postage & Packaging		£	138.82
Printing & Stationery		£	313.10
Printer Ink		£	1,280.28
Office Expenses		£	1,809.74
A4 Paper		£	266.13
Petty Cash		£	337.98
Microsoft Office		£	158.98
Abode		£	191.63
AVG		£	223.97
		£	5,990.58
<u>Janitorial Supplies/PPE Equipment</u>			
Nappy Cassettes		£	37.15
Gloves		£	130.86
Paper Towels		£	155.28
Toilet Paper		£	132.00
Floor Cleaner		£	276.98
Toilet Cleaner		£	115.96
Washing up liquid		£	127.50
Hand Sanitizer		£	125.98
Tissues		£	107.43
Anti bac spray		£	388.80
Hand Wash		£	101.42
Cloths		£	52.80
Mops/Mop Heads		£	68.43
Air Freshner		£	357.75
Black sacks		£	97.50
Baby Wipes		£	221.78
Laundrette		£	75.20
First Aid Equipment		£	102.59
		£	2,675.41
<u>Advertising</u>			
Local Authority Publications		£	520.00
BT Directories		£	405.00
UK Town Maps		£	500.00
Yell.Com		£	2,354.40
		£	3,779.40
<u>Toys/Activities/Equipment</u>			
Toys & Equipment		£	5,839.24
SEN Toys & Equip		£	8,597.43
Outings- In	-£	300.00	
Outing Out	£	1,130.00	
Books		£	271.99
Activities/Art & Craft		£	903.88
Chalk		£	127.56
Crayons		£	93.40
Sand		£	452.00
Paint		£	549.27
Batteries		£	178.35
Flour for Playdough		£	58.31
Coronation		£	324.81
Halloween		£	64.00
Mothers Day		£	58.14
Graduation		£	382.98
Easter		£	149.82
Christmas		£	569.20
Glue		£	59.43
Cooking Activities		£	210.43
		£	19,720.24

Services Bought In			
Concept Hygiene		£ 249.60	
Tiny Mites		£ 1,360.00	
		£ -	£ 1,609.60
Opening Balance		£ 25,049.12	
Income		£ 221,322.49	
Sub Total		£ 246,371.61	
Less Expenses		-£ 172,199.30	
Less Premises Costs		-£ 12,660.58	
Less General Admin Expenses		-£ 5,990.58	
Less Janitorial Supplies/PPE		-£ 2,675.41	
Less Advertising		-£ 3,779.40	
Less Toys/Equipment/Activities		-£ 19,720.24	
Less Services Bought In		-£ 1,609.60	£ 27,736.50
Closing Balance			
Current Account		£ 2,231.30	
Deposit Account		£ 24,771.45	
Reserve Account		£ 733.75	
Cash in Hand		£ -	£ 27,736.50
Accounts for the Busy Bees Preschool, Audited and found to be a true record of this			
Preschool financial position from 1st September 2022 - 31st August 2023			
PETER SHEPHERD BSC (Herts) <i>P. Shepherd</i>			

1st NOVEMBER 2023

Peter & Pamela Shepherd Bsc (Hons)

51 Chivers Road

Chingford

London

E4 9TD

07483316221

Email:- sheppam79@outlook.com

I, Mrs Pamela Shepherd, of 51 Chives Road, Chingford, E4 9TD, can confirm that I and Peter Shepherd have examined the accounts of the Busy Bees Preschool, based at 20 Bailey Close, Chingford, E4 9HG.

The accounts for the period 1st September 2022 – 31st August 2023, were well presented and all receipts, invoices and bank statements were presented for my examination, I can confirm that I found no discrepancies and that they reflect a true record of the charities financial position.

As such, the accounts have been signed off by Peter Shepherd, on my behalf.

Pamela Shepherd BSc(Hons)

Pamela Shepherd BSC (Hons)

BUSY BEES PRE-SCHOOL

England & Wales - Charity number 1049439

Accounts



20 Bailey Close
Chingford
E4 9HG

020 8559 4473

Mobile:- 07483 316221

Ofsted Number 146918

Charity Number 1049439

Email Address:- busybeeschingford@hotmail.co.uk

Annual Report and Accounts

1st September 2021 - 31st August 2022

Charipersons Report

I am very sad to be giving my last report as Chairperson, but feel that it is now time for me to move on and will be getting involved with the local school PTA.

I have really enjoyed my time working as part of the Busy Bees Committee and I would urge anyone who is undecided about joining the committee to give it a try.

This year I was lucky enough to be involved in the Jubilee Party at Busy Bees, this was a very well supported event by the families of the children who attend Busy Bees, we even had a visit from the ice cream man.

The hall was decked out in red, white and blue, the tables had union jack table clothes and flags, the plates and cups were also red, white and blue, an array of sandwiches, cakes and scones with clotted cream were available for everyone who attended.

Also linked to the Platinum jubilee Margaret was nominated and accepted a Platinum Champions Award for her years of Service to the community, well done, it was very much deserved.

The Busy Bees Preschool is very well known and respected in the borough of Waltham Forest, and as a result is always busy, this is a reflection on the whole staff team at Busy Bees.

I have to thank the rest of the committee who have helped and supported me throughout my time as chair.

Treasurers Report

Thank you, we will be very sorry to see you leave and wish you well in your future ventures.

Please refer to your accounts which are attached to the back of the agenda.

As you can see we did end up with a credit balance at the end of the year, which is always useful as childrens numbers do dip for the first few weeks in September.

This year has seen a significant rise in the number of children with SEN and as such Busy Bees received extra funding to help

cover staff costs, the amount of money received is nowhere near enough to cover the wage bill, but it helps. The biggest expense after the wages was the toys and equipment. We are constantly striving to keep the equipment up to date, stimulating and exciting, we also have equipment to provide for our special needs children.

Over the last year we tried to cut some costs by using parent mail for newsletters, invoices etc., but our parents were not interested so cancelled this, we are also in the process of cancelling the card machine as our parents pay by BACS, and it is pointless paying a rental charge for something we do not use, I am currently looking into changing the telephone provider as I am sure there is another company that is cheaper, this will be discussed at our next committee meeting in October. We will no longer be using disposable cups in the setting and going back to using the plastic ones.

Part of the Early Years Pupil Premium (EYPP) is used to fund the Tiny Mites Group that comes in every week to support the children through singing and movement, this is a really enjoyable experience for them.

I am willing to stand as Treasurer again, but am hoping to move sometime in the next 18 months,

Managers Report

Thank you to our Chair and I am sorry to see you go and also to our Treasurer, a very responsible job well done.

Thank you for mentioning my award, it should go to the whole team who work so well to make this group a success.

We have taken on an apprentice this year her name is Sophie, she is very keen and has lots of energy being only 17 years old, the children get on very well with her and she has lots of ideas.

We have had an influx of children with needs and this has kept Louise very busy, although I help her I do not think this is enough and will be looking at a member of staff to help and support her. There have been many diagnoses of Autism over

the year and it is hard to understand why there is such an increase, it can not be down to Covid.

Lisa is in charge of health and safety and is very diligent and good in this role, when Citation come into inspect the health and safety side of things Lisa is always congratulated on her record keeping and knowledge.

Alison is our DSL and thankfully has not had too much to do on that side of things.

The scout group, who we rent from still continue to not let us know when they will not be in, and we clear the hall only to find it was not used that day so could have been left out. As far as I am aware there has been no further developments with the council and scouts with the lease.

I would like to thank you all for coming today, does anyone have any questions if not we will close the meeting.

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Busy Bees Preschool Year End Accounts as at 31st August 2022

	Opening Balance			
	Current Account		£	2,413.59
	Deposit Account		£	38,000.76
	Cash in Hand		-£	479.16
			£	39,935.19
	Income			
	2 year old FEEE		£	39,766.39
	3 & 4 Year old FEEE		£	108,754.67
	2 year old fees		£	7,996.90
	3 year old fees		£	4,000.09
	EYPP		£	2,780.91
	SENIF		£	15,171.00
	EHC Plan		£	7,874.64
	DAF		£	-
	Interest		£	2.15
	Milk Refund		£	72.85
	World Book Day		£	20.00
	Donations		£	475.00
	Raffle		£	235.00
	Photo Commission		£	23.24
	Amazon Smile		£	47.08
				£
				187,219.92
	Expenses			
	Staff Wages		£	142,047.30
	HMRC		£	8,355.60
	Nest Pensions		£	3,451.91
	Patroll Charge		£	421.20
	OFSTED Registration Fees		£	220.00
	DBS		£	197.10
	Insurance		£	1,217.34
	Early Years Learning Journal		£	235.20
	World Pay (Card Machine)		£	577.15
	Bank Charges		£	138.35
	Milk		£	89.29
	Snack		£	756.66
	Food Bank		£	778.47
	Disposable Cups etc		£	113.83
	Training		£	1,685.06
	Citation HR		£	3,542.17
	Staff/Committee Expenses		£	874.86
	Travel Costs		£	50.00
	Reparis & Renewals		£	2,204.91
	Wainwright Screenprint		£	783.27
	Jubilee Party		£	578.91
	ICO		£	35.00
	Parent Mail		£	150.00
				£
				168,503.58

<u>Premises Costs</u>			
Rent	£	10,947.00	
Garden	£	508.27	
Defib	£	422.50	
PAT Testing	£	156.00	
Pest Control	£	264.00	£ 12,297.77
<u>General Admin Expenses</u>			
Landline Telephone (Onecom)	£	678.75	
Mobile Phone	£	123.43	
Postage & Packaging	£	67.22	
Printing & Stationery	£	243.41	
Printer Ink	£	1,615.73	
A4 Paper	£	67.37	
Petty Cash	£	1,218.49	
Graduation Party & Gifts	£	141.35	
Microsoft Office	£	79.99	
Windows Zip	£	51.54	
Abode	£	198.96	
AVG	£	138.98	£ 4,625.22
<u>Janitorial Supplies/PPE Equipment</u>			
Nappy Cassettes	£	70.03	
Gloves	£	545.76	
Paper Towels	£	248.36	
Toilet Paper	£	176.88	
Floor Cleaner	£	82.36	
Toilet Cleaner	£	32.35	
Washing up liquid	£	5.00	
Hand Sanitizer	£	82.52	
Tissues	£	54.38	
Face Masks	£	64.80	
Anti bac spray	£	117.11	
Hand Wash	£	51.10	
Cloths	£	41.45	
Mops/Mop Heads	£	25.95	
Black sacks	£	54.83	
Fogging Liquid	£	86.87	
Baby Wipes	£	45.82	
Laundrette	£	88.70	
First Aid Equipment	£	140.42	£ 2,014.69
<u>Advertising</u>			
Boosting Facebook	£	43.22	
Local Authority Publications	£	295.00	
Social Media Web Site	£	261.25	
BT Directories	£	405.00	
UK Town Maps	£	500.00	
Yell.Com	£	2,354.40	£ 3,858.87
<u>Toys/Activities/Equipment</u>			
Toys & Equipment	£	11,009.01	
SEN Toys & Equip	£	111.45	
Books	£	173.00	
Activities	£	176.49	
Chalk	£	31.74	
Sand	£	54.50	
Paint	£	30.63	
Batteries	£	16.00	
Flour for Playdough	£	51.52	
Easter	£	302.00	
Christmas	£	548.74	
Glue	£	97.29	
Cooking Activities	£	168.97	£ 12,771.34

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<u>Services Bought In</u>			
Concept Hygiene		£ 124.90	
Tiny Mites		£ 1,235.00	
Living Eggs		£ 354.00	
Skittleman		£ 350.00	£ 2,063.90
Opening Balance		£ 39,935.19	
Income		£ 187,219.92	
<i>Sub Total</i>		£ 227,155.11	
Less Expenses		-£ 168,503.58	
Less Premises Costs		-£ 12,297.77	
Less General Admin Expenses		-£ 4,625.22	
Less Janitorial Supplies/PPE		£ 2,014.69	
Less Advertising		-£ 3,858.87	
Less Toys/Equipment/Activities		-£ 12,771.34	
Less Services Bought In		-£ 2,063.90	£ 25,049.12
Closing Balance			
Current Account		£ 1,490.11	
Deposit Account		£ 23,434.88	
Cash in Hand		£ 124.13	£ 25,049.12
Accounts for the Busy Bees Preschool, Audited and found to be a true record of this			
Preschool financial position from 1st September 2021 - 31st August 2022			

51 Chivers Road,
Chingford,
London
E4 9TD
07483316221
Email:- ShepPam79@outlook.com

I, Mrs Pamela Shepherd, of 51, Chivers Road, Chingford E4 9TD, can confirm that I have examined the accounts of the Busy Bees Preschool, based at 20 Bailey Close, Chingford, E49HG.

The accounts for the period 1st September 2021 – 31st August 2022, were well presented and all receipts, invoices and bank statements were presented for my examination, I can confirm that I have found no discrepancies and that they reflect a true record of the charities financial position.

Pamela Shepherd Bsc(Hons)

BUSY BEES PRE-SCHOOL

England & Wales - Charity number 1049439

Accounts



20 Bailey Close

Chingford

E4 9HG

020 8559 4473

Email:- busybeeschingford@hotmail.co.uk

Ofsted Number 146918

End of Year Report and Accounts

1st September 2020 – 31st August 2021

Managers Report

Our numbers have taken time to recover, but we still have a steady stream of children coming through our doors on a daily basis.

We have children coming in who have never mixed with other children before and this is proving to be quite a challenge to not only the staff but also the children themselves, it is a case of going back to basics with them and introducing "play".

We have not yet re-instated the Zumba teacher but we have re-started the Tiny Mites classes, which the children all enjoy, we have also had a visit from Zoolab and living eggs, where the children were able to watch the duck eggs hatch and the ducks grow, the children do like to see the ducks swimming, but they tend to smell.

The school year seems to go so quickly, and staff had to spend quite a bit of time doing the school transitions for our rising fives, the graduation ceremony went very well and the children were a credit to their parents.

We have been unable to source an outing this year, a lot of farms are not taking group bookings yet, we will look at this again next year.

We thought that we had managed to find our own building but unfortunately it was out of our price range, we shall continue to look. We have still not been able to return to our weekly trips to the local old peoples home, but will be asking parents to donate a Christmas shoe box to give to the residents, and hopefully we will be back next year.

Treasurers Report

The accounts have been audited and found to be correct, and signed off by Mrs. Pamela Brown, these are attached for you to read at your leisure.

Our funded children remain fairly high and this helps immensely with the staff wages and rent, although the income was slightly lower than last year.

Our janitorial Supplies expenses have come down on last year, but we remain vigilant as Covid can spring up at any time, in fact we had to close in June for a week because of Covid.

Staff wages have again increased in line with the national minimum wages, which this year increased our wage bill by just under £5k.

Once again we have found ourselves paying out for maintenance work that should be done by our landlord, these jobs need to be done to make sure that our children are safe and if Ofsted were to come in they would not support the argument that maintenance is not down to us as we pay a weekly rent.

We have again finished the year with a healthy bank balance.

Chairpersons Report

As usual there is not much left for me to say, as a parent I can see how well my own child has flourished since being at Busy Bees Preschool, the staff are all so caring and really do have the best interest of the children at heart.

So many local groups have closed due to low uptake of numbers and it is only right that Busy Bees continues to grow and play a huge part in the community.

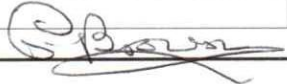
There are plans afoot to build on the site next door to busy bees but as far as we can tell it will not affect us apart from maybe give us more customers.

I would like to thank Margaret and the team for their hard work and dedication, which makes bees a success.

Busy Bees Preschool Year End Accounts as at 31st August 2021

Opening Balance			
Current Account		£	531.47
Deposit Account			£21,002.47
Cash in Hand		£	-
		£	21,533.94
Income			
2 year old FEEE		£	48,715.44
3 & 4 Year old FEEE		£	95,337.59
2 year old fees		£	5,518.10
3 year old fees		£	4,180.00
Bad Debtors		£	341.90
EYPP		£	4,099.66
SENIF		£	11,517.00
EHC Plan		£	5,589.66
DAF		£	615.00
Interest		£	4.35
Nappy Sacks Sold		£	7.00
Milk Refund		£	77.02
Go Fund Me		£	299.57
Food Bank Donation		£	3,500.00
Food Bank for Busy Bees Parents		-£	1,532.78
Donations		£	408.46
Raffle		£	67.50
Photo Commission		£	168.49
Snack Donation		£	273.10
Amazon Smile		£	28.80
			£
			179,215.86
Expenses			
Staff Wages		£	115,589.56
HMRC		£	6,000.20
Nest Pensions		£	2,971.48
Patroll Charge		£	296.56
OFSTED Registration Fees		£	220.00
DBS		£	331.10
World Pay (Card Machine)		£	497.79
Bank Charges		£	115.64
Milk		£	82.87
Snack		£	411.26
Disposable Cups etc		£	68.04
Training		£	400.00
Citation HR		£	3,447.12
Staff/Committee Expenses		£	663.16
Travel Costs		£	10.00
Reparis & Renewals		£	2,732.86
Wainwright Screenprint		£	473.14
ICO		£	35.00
Parent Mail		£	870.00
			£
			135,215.78

Premises Costs			
Rent	£	9,427.58	
PAT Testing	£	-	
Pest Control	£	444.00	£ 9,871.58
General Admin Expenses			
Landline Telephone (Onecom)	£	589.33	
Mobile Phone	£	140.36	
Postage & Packaging	£	196.15	
Printing & Stationery	£	337.18	
Printer Ink	£	588.80	
Photo Printer Ink & Paper Set	£	-	
Petty Cash	£	613.02	
Tapestry/EYLJ Subscription	£	213.60	
Microsoft Office	£	79.99	
Abode	£	172.70	
AVG	£	350.85	£ 3,281.98
Janitorial Supplies/PPE Equipment			
Nappy Cassettes	£	44.30	
Gloves	£	272.00	
Paper Towels	£	106.98	
Toilet Paper	£	119.69	
Floor Cleaner	£	54.46	
Nappies	£	12.95	
Toilet Cleaner	£	25.19	
Hand Sanitizer	£	102.96	
Air Freshner	£	1.00	
Tissues	£	17.40	
Face Masks	£	94.80	
Anti bac spray	£	74.73	
Milton	£	14.40	
Anti Bac Wipes	£	80.62	
Mops/Mop Heads	£	37.06	
Black sacks	£	67.32	
Fogging Liquid	£	35.50	
Ice Melt	£	56.02	
First Aid Equipment	£	83.63	£ 1,301.01
Advertising			
Boosting Facebook	£	33.22	
Local Authority Publications	£	295.00	
Web Business	£	261.25	
BT Directories	£	424.98	
Local Shop Windows	£	110.35	
UK Town Maps	£	500.00	
Yell.Com	£	2,354.40	£ 3,979.20
Toys/Activities/Equipment			
Toys & Equipment	£	4,390.09	
Creative Activities	£	616.31	
Chalk	£	131.33	
Sand	£	107.86	
Paint	£	58.56	
Batteries	£	60.97	
Crayons	£	53.04	
Christmas Gifts	£	88.00	
Glue	£	9.69	
Cooking Activities	£	162.95	£ 5,678.80

<u>Services Bought In</u>			
Zoolab		£	238.80
Tiny Mites		£	455.00
Living Eggs		£	342.00
Easter		£	100.46
Skittleman		£	<u>350.00</u>
		£	1,486.26
Opening Balance		£	21,533.94
Income		£	<u>179,215.86</u>
<i>Sub Total</i>		£	200,749.80
Less Expenses		-£	135,215.78
Less Premises Costs		-£	9,871.58
Less General Admin Expenses		-£	3,281.98
Less Janitorial Supplies/PPE		-£	1,301.01
Less Advertising		-£	3,979.20
Less Toys/Equipment/Activities		-£	5,678.80
Less Services Bought In		-£	<u>1,486.26</u>
		£	39,935.19
Closing Balance			
Current Account		£	2,413.59
Deposit Account		£	38,000.76
Cash in Hand		-£	<u>479.16</u>
		£	39,935.19
Accounts for the Busy Bees Preschool, Audited and found to be a true record of this			
Preschool financial position from 1st September 2020 - 31st August 2021			
Signed		Mrs. P. Brown	26th October 2021