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Ofsted Number 146918

End of Year Report and Accounts

1<sup>st</sup> September 2020 – 31<sup>st</sup> 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.

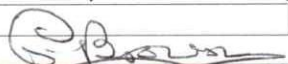
I would like to thank Margaret and the team for their hard work and dedication, which makes bees a success.

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

	<b>Opening Balance</b>			
	Current Account	£	531.47	
	Deposit Account		£21,002.47	
	Cash in Hand	£	-	£ 21,533.94
	<b>Income</b>			
	2 year old FEE	£	48,715.44	
	3 & 4 Year old FEE	£	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
	<b>Expenses</b>			
	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



<b>Premises Costs</b>			
Rent	£	9,427.58	
PAT Testing	£	-	
Pest Control	£	444.00	£ 9,871.58
<b>General Admin Expenses</b>			
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
<b>Janitorial Supplies/PPE Equipment</b>			
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
<b>Advertising</b>			
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
<b>Toys/Activities/Equipment</b>			
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

	Services Bought In			
	Zoolab		£ 238.80	
	Tiny Mites		£ 455.00	
	Living Eggs		£ 342.00	
	Easter		£ 100.46	
	Skittleman		£ 350.00	£ 1,486.26
	Opening Balance		£ 21,533.94	
	Income		£ 179,215.86	
	Sub Total		£ 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		-£ 1,486.26	£ 39,935.19
	Closing Balance			
	Current Account		£ 2,413.59	
	Deposit Account		£ 38,000.76	
	Cash in Hand		-£ 479.16	£ 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