



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 | |
| EEEE Grant 3 - 4 years | £ | 111,002.30 | |
| EEEE 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 | £ 134.30 | £ 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 | £ 501.60 | £ 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 | |
| EEEE 3 - 4 years | £ 25,396.41 | |
| EEEE 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 | £ | 59.91 | £ 1,348.95 |

Janitorial supplies

| | | | |
|-------------------|---|-------|----------|
| 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 | £ | 79.73 | £ 364.61 |

Advertising

| | | | |
|-------------------|---|--------|----------|
| BT Direcrories | £ | 85.86 | |
| Flagsship Website | £ | 90.00 | |
| Yell.com | £ | 483.60 | £ 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 | £ | 98.28 | |
| | | | £ 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)