

BUSY BEES PLAYGROUP (BROCKWORTH)

England & Wales · Charity number 1054102

Details

Status Registered

Legal form Other

Registered 1996-03-27

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

Contact

Address Castle Hill Primary School
Abbotswood Road
Brockworth
Gloucester
GL3 4NU

Phone 07427077719

Email busybeesplaygroup@eygloucestershire.co.uk

Website <http://www.castlehill.gloucs.sch.uk>

Activities

Objects: THE AIM OF THE GROUP IS TO EMBODY THE VISION OF PATA THROUGH THE ENHANCEMENT OF THE DEVELOPMENT, CARE AND EDUCATION OF CHILDREN PRIMARILY UNDER STATUTORY SCHOOL AGE AND ALSO OF CHILDREN AND YOUNG PEOPLE OF SCHOOL AGE BY ENCOURAGING PARENTS TO UNDERSTAND AND PROVIDE FOR THE NEEDS OF THEIR CHILDREN THROUGH COMMUNITY (VOLUNTARY MANAGED) GROUPS AND BY: (A) OFFERING APPROPRIATE PLAY FACILITIES AND TRAINING COURSES, 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 AND YOUNG PEOPLE, 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 AREA

Activities: AIMS ARE TO PROVIDE A SERVICE TO THE LOCAL COMMUNITY BY PROVIDING PRE-SCHOOL EDUCATION (FOLLOWING THE EARLY YEARS FOUNDATION STAGE)IN A HAPPY,SAFE AND RELAXED ENVIRONMNET. WE CARE FOR CHILDREN 2YEARS TO 4 YEARS OF ANY CULTURE AND OR ABILITY TO LEARN THROUGH PLAY. CHILDREN ARE ENCOURAGED BY EXAMPLE, AND LEARN TO CARE FOR AND RESPECT NOT ONLY THEMSELVES BUT ALSO OTHERS AND THEIR ENVIRONMENT.

Classification

- **How:** Provides Services
- **What:** General Charitable Purposes, Education/training
- **Who:** Children/young People, People With Disabilities

Geography

- Gloucestershire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£83,032	£80,820	-	-
2024-08-31	£93,063	£65,229	-	-
2023-08-31	£58,808	£55,541	-	-
2022-08-31	£42,386	£52,350	-	-
2021-08-31	£53,829	£50,184	-	-

Trustees

Name	Role	Appointed
Eleanor Rose Bailey	Chair	2025-12-11
Alexandra Fullerton		2024-11-12
Charlotte Parry		2022-11-03
Ellie Lamb		2022-11-03
Hailie Sturt		2022-11-03
Nagawathani Stanway		2025-12-11
Zoe Uzzell		2025-12-11

Accounts



BUSY BEES PLAYGROUP

*CASTLE HILL PRIMARY SCHOOL
ABBOTSWOOD ROAD BROCKWORTH GLOS GL3 4NU*

REGISTERED CHARITY

NO: 1054102

ANNUAL REPORT
AND
FINANCIAL STATEMENT
OF THE TRUSTEES
FOR THE
YEAR END
31st August 2025

Structure, Governance and Management

Governing Document

The charity is governed by a constitution. The current governing document is an amended constitution adopted on 3 November 2020, replacing the original constitution dated 5 March 2010.

Trustee Selection Method

The management of the charity is vested in the trustees, who are elected annually at the AGM held in the autumn term, in accordance with the constitution. Trustees complete enhanced DBS checks and are registered with Ofsted. They receive no financial benefit for their role and give their time voluntarily.

Trustees meet at least three times per year to review operations and financial position. One trustee holds safeguarding responsibility. Risk management is supported through a designated reserve account and adequate insurance cover. Trustees have had due regard to the Charity Commission's guidance in all their activities.

Trustees during the year

- Charlotte Parry (Chair)
- Rachel Preston -Ex Parent
- Ellie Lamb – Ex Parent (Secretary)
- Natalie Thigpen – Parent (deputy chair – resigned during the year)
- Suzanna Trump – Parent (resigned during the year)
- Gina Bizat - Parent
- Alexandra Fullerton – Parent (Acting treasure)
- Shannon O'Grady – Ex parent (Treasure(became bank staff))

Co-opted Member

- Hailie Sturt – Paid Setting Manager (Nominated Individual for Ofsted)

Administrator for the charity paid role - Jane Burris

Objectives and Activities

Charitable Objectives

Busy Bees Playgroup provides inclusive early years education and care for children aged 2–4 years. The charity delivers the Early Years Foundation Stage curriculum within a safe, stimulating and nurturing environment. Children are encouraged to respect themselves, others, and their surroundings, and to learn through play.

The playgroup employs a childcare manager, deputy, and play assistants, and operates a key person system to support children's development and wellbeing. Staff are trained and supported to meet the diverse needs of children, including those with additional needs.

The playgroup works in close partnership with parents and carers, and values feedback from families, children, and staff to improve practice

Public Benefit

The trustees confirm that they have complied with their duty under section 17 of the Charities Act 2011 to have due regard to the Charity Commission's guidance on public benefit.

Achievements and Performance

- An AGM was held in the autumn term, with a new committee of trustees elected. The Chair was re-elected for the year.
- All playgroup sessions were generally fully subscribed throughout the year, the main source of income continued to be through the Governments Nursery Education Funding scheme with a continued increase in hours due to the extended working family's entitlement.
- A £10 voluntary contribution was introduced to assist with consumables. While this generated additional income, uptake was limited among families in receipt of funded childcare.
- The number of children with additional needs was higher than in previous years. In response, the playgroup invested in new resources to create a diverse and engaging learning environment, provided families with support in accessing external services, and offered additional assistance to ensure a smooth transition into the school setting.
- On 30 January 2025, Ofsted conducted a full inspection of the playgroup and rated it as **Good**. This was a comprehensive review, as it not only assessed the playgroup itself but also evaluated the inspector on the quality and effectiveness of the inspection process.
- Staffing was challenging as changes occurred due to long-term sickness, support and adaptations were offered and legal advice was sourced. New relevant policies were put in place, and the use of temporary staff were employed during the absence. Unfortunately the staff member was unable to return to work so a permanent staff member was recruited. There was one other leaver and recruitment took place.
- Trustees and staff ensured compliance with employment law and reviewed salaries and working practices accordingly.
- Fundraising from the school Christmas and Summer fairs, contributed towards costs of additional experiences such as magic shows, parties, inflatable hire, and Busy Bees Playgroup leavers' bears.
- During the year the trustees agreed to transfer additional funds into the reserve account, noting that the account had not been reviewed for several years and, given the increase in liabilities (wages operating costs), considered it prudent to strengthen the reserve.
- In July, the setting enrolled in the Local Authority Early Years Enhanced Inclusion Programme, this will include the manager completing Level 3 SENCO training. This initiative will provide staff with opportunities to collaborate with other settings, enhance their professional development, and strengthen the setting's overall provision. The programme is scheduled to commence in September, and the trustees look forward to seeing its positive impact in the year ahead.

Plans for the Future

- Maintain the Ofsted **GOOD** rating.
- Continue to raise the profile of Busy Bees Playgroup within the local community.
- Strengthen the committee by recruiting and retaining engaged trustees.
- Support staff with training and plans for development of the setting.
- Raise funds for new resources, experiences, and improvements to facilities.

Financial Review

Basis of Accounts

The financial statements have been prepared on a simple receipts and payments basis in accordance with the Charities Act 2011. The trustees consider that a full audit is not required and have opted for an independent examination under section 144(5)(1) of the Charities Act 2011. Mrs D Hopwood has been appointed as independent examiner.

Reserves Policy

It is the trustees' policy to maintain reserves equivalent to at least three months' running costs in the

Assets and Liabilities

The charity holds no major assets other than toys and resources for the benefit of the children. The property and grounds are licensed from Gloucestershire County Council via Castle Hill Primary School. At 31st August 2025, the charity held no outstanding debts or creditor balances.

Financial Position at 31 August 2025

Account	Opening Balance	Income	Expenditure	Transfer between accounts	Closing Balance
Busy Bees Current Account	£37,736.22	£82,853.08	£80,820.26	-£10,000.00	£29,769.04
Busy Bees Trustees' Reserve Account	£13,276.59	£179.85	0	£10,000.00	£23,456.44

Total Funds Held: £53,225.48

(A detailed receipts and payments account is enclosed separately.)

Trustees' Responsibilities

The trustees are responsible for:

- Keeping proper accounting records to disclose the charity's financial position with reasonable accuracy.
- Preparing accounts in compliance with the Charities Act 2011.
- Safeguarding assets and taking reasonable steps to prevent fraud or other irregularities.

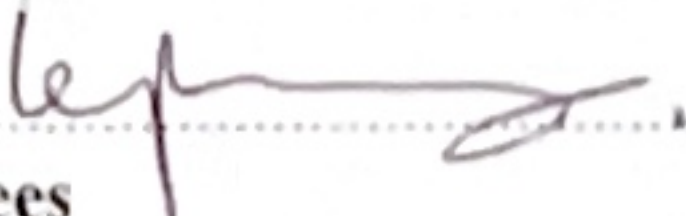
The trustees continue to employ an administrator Jane Burris to oversee the financial position and administrative duties required by the charity. The trustees confirm there were no serious incidents or reportable matters during the year, and the accounts produced reflect the financial position of the charity as of the 31st August 2025.

Independent Examiner's Statement

Mrs Diana Hopwood has been appointed as an Independent Examiner report attached as separated sheet.

Approval

This report was approved by the trustees and signed on their behalf at the Annual General Meeting.

Signed: 
Chair of Trustees

Date: 11.12.25

**FINANCIAL STATEMENT YEAR END 31.08.25**

(- figures = credit)

	Financial Year	Reserve Account
	01.09.24 to 31.08.25	
OPENING BALANCE	-37,736.22	-13,276.59
trans to reserve account		
INCOME		
NURSERY EDUCATION FUNDING	-77,799.86	
CHILDRENS FEES	-4,603.22	
VOLUNTARY CONTRIBUTION	-280.00	
COURSE INCENTIVE PAYMENTS	0.00	
GRANTS	0.00	
FUNDRAISING	-170.00	
DONATIONS	0.00	
INTEREST ON ACCOUNT	0.00	-179.85
	0.00	
UNIFORMS	0.00	
OTHER INCOME	0.00	
TOTAL INCOME	-82,853.08	-179.85
EXPENDITURE		
WAGES	61,161.17	
TAX & NI	3,311.03	
TEMPORARY STAFF	1,543.50	
PAYROLL SERVICE	624.80	
PENSION (Nest)	1,659.66	
COURSE FEES/TRAINING	204.00	
	0.00	
SUBSCRIPTIONS/MEMBERSHIP (OFSTED/PATA/)	549.88	
	0.00	
RENTAL OF PREMISES	4,590.00	
HOUSEHOLD GOODS (i.e. cleaning material/wet wipes etc)	1,041.06	
INSURANCE	534.63	
TELEPHONE	381.49	
ADMIN COST (Ii.e. postage/staionery/ink)	407.20	
PRINTER	822.21	
	0.00	
REFRESHMENTS	0.00	
CONSUMABLES (PAINT, PAPER, ETC)	796.80	
NEW EQUIPMENT (TOY/BOOKS)	2,238.75	
	0.00	
FUNDRASING COSTS	0.00	
ENTERTAINMENT/GIFTS	779.60	
IT costs	174.48	
UNIFORMS	0.00	
FOREST SCHOOL DEVELOPMENT	0.00	
OTHER EXPENDITURE	0.00	
GRANT PAID OUT	0.00	
	0.00	
TRANSFER	10,000.00	-10,000.00
TOTAL PAYMENTS	90,820.26	-10,000.00
PROFIT/LOSS MADE IN THE YEAR	7,967.18	-10,179.85
Current account & reserve account	-29,769.04	-23,456.44



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees

Charity Name
BUSY BEES PLAYGROUP

On accounts for the year
ended

31st Aug 2025

Charity no
(if any)

1054102

Set out on pages

1 - 4

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

DIANE HAWOOD

Date:

31 / 10 / 2025

Name:

DIANE HAWOOD

Relevant professional
qualification(s) or body

CIMA

Accounts



BUSY BEES PLAYGROUP

CASTLE HILL PRIMARY SCHOOL
ABBOTSWOOD ROAD BROCKWORTH GLOS GL3 4NU

REGISTERED CHARITY

NO: 1054102

ANNUAL REPORT
AND
FINANCIAL STATEMENT
OF THE TRUSTEES
FOR THE
YEAR END
31st August 2024

Notes to the financial statement for the year ended 31.08.24

The playgroup accounts have been produced on a simple payments & receipts basis in accordance with the charities act by an administrator employed by the charity. Under the guidance as set out by the Charity Commission of England and Wales, the trustees consider that a full audit is not required and have elected for an independent examination (under Charities Act 2011 section 144/5(1))
The trustees therefore have appointed *Mrs D Hopwood* as the independent examiner.

- As at 31st August 2024, Busy Bees does not owe any money to any creditors, and has no outstanding debts.

It is the trustee's policy to aim to reserve within a bank account at least 3 times the monthly running costs at any point, the trustees also hold a reserve account to protect themselves from any financial liability from the charity.

Busy Bees playgroup does not hold any major assets, just toys and resources for the children's benefit. The property and grounds are Licensed from Gloucestershire County Council, via Castle Hill Primary School.

Financial position as at 31.08.24

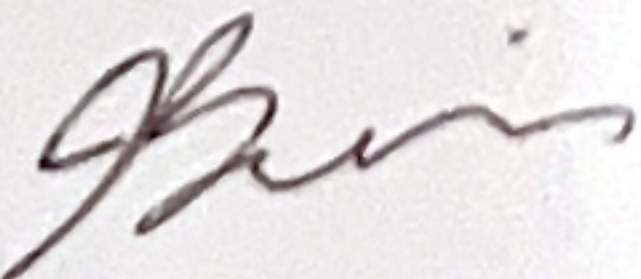
Detailed report enclosed

	Busy Bees current account	Busy Bees trustees reserve account
Opening balance	<u>£10068.40</u>	£13,110.39
Total Income	£92,896.80	<u>£166.20</u>
Total expenditure	£65,228.98	
Closing balance	£37,736.22	£13,276.59

Total funds held £51,012.81

I have prepared the financial accounts on behalf of the trustees of Busy Bees Playgroup, and to the best of my knowledge and belief the accounts have been prepared to provide a factual summary of money received and paid during the year and the financial position of the charity as at 31st August 2024

Accounts prepared by:

SIGNED: 
Name: J Burris
Address 165 Ermin Street
Brockworth
Glos GL3 4HQ

DATED:



Trustees' Annual Report
For the period 01.09.23 to 31.08.24

Structure governance and management

Charity Name	Busy Bees Playgroup
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Charity number	1054102
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Charity address	Castle Hill Primary School, Abbotswood Rd Brockworth Glos GL3 4NU
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Trustees who manage the charity

Charlotte Parry - Chair
Ellie Lamb
Sasha Brice
Shannon O'Grady

Rachel Preston
Natalie Thigpen
Gina Bizat

Co-opted members

Hailie Sturt – Paid as Setting Manager – Nominated Individual for OFSTED

Governing Document

Constitution

The charity operates under an amended constitution signed on 3rd November 2020 which replaces the original constitution signed on 5th March 2010.

Trustee selection method

The management of the charity is the responsibility of the trustees, who are elected at the annual general meeting in the autumn term as per our constitution.

Trustees complete DBS checks in line with statutory requirements and are registered with OFSTED. Trustees give their time for free and receive no financial benefit.

Trustees aim to meet as least 3 times per year, to review the position of the charity. One trustee holds safeguarding requirements.

Trustees hold a reserve bank account and insurance to enable the charity to manage risk.

In all work the trustees have regard to the guidance issued by the Charity Commission.

Charity Aims

The charity aims to provide to the local community a fully inclusive setting that delivers pre- school education following the early years foundation stage, by creating a happy, safe, and relaxed environment. Caring for children aged 2 years to 4 years of any culture or ability to learn through play Children are encouraged by example and learn to care for and respect not only themselves but also others and their environment.

In order to do this, we employ a childcare manager who along with a deputy and play assistants undertakes daily planning of activities to meet the needs and interests of the children attending our setting. We deploy a key person approach to ensure that the progress and well being of all individual children is constantly monitored and feeds into future planning. We ensure that our staff are well trained and hence able to successfully meet the needs of the children in our care. We promote the importance of the learning environment and endeavour to make this as stimulating as possible. We listen to the views of children, parents and staff and use this feedback to inform our improvement work. The working partnership with parents is recognised as being a major value and of importance to the development and education of children. We develop positive relationships with parents and carers and invite them into our setting. We value all children as individuals and celebrate Britain's diversity of culture. We help the children in our care to be happy and healthy. We have policies and procedures in place for all aspects of safeguarding, child protection and health and safety, and along with staff review these policies as and when necessary. We follow the recommendations offered by external agencies and work with parents to achieve these outcomes.

Ofsted carried out an inspection of the setting on 4th June 2019 and rated the setting as GOOD.

Achievements performance

Review of the year

Our annual general meeting was held, a committee of trustees was formed including existing parents and ex-parents. The existing chair of the committee was re-elected to continue in her role for the forth coming year. Face to face meetings have been limited due to trustees working commitments, however communication has remained via WhatsApp trustees' group and email correspondence. The chair has continue to support and have regular updates with the manager.

Busy Bees Playgroup has proven to be a popular choice for parents within the local community as

all our sessions remained full from the start of the academic year, with a vast increase on the number of hours that children attended. There was a significant increase in number of parents claiming working family entitlement of the nursery education funding scheme allowing up to 30hrs of free childcare, and also 2-year-old funding. The introduction of a termly voluntary contribution of £10 was applied to all invoices to assist with the rise in consumables. Although this generated additional income from families who pay for their childcare, limited contributions were received from parents in receipt of nursery funding.

Busy Bees Playgroup has continued to support children with additional needs and purchase additional resource's to support their needs.

New resources have been invested in to ensure that we are offering a diverse, up to date, and wider range for the children to enjoy and enhance their experiences while at playgroup.

The trustees have continued to ensure that their compliance with employment law /policies have been adhered to including reviewing staff salaries and working practices. A number of fundraising events took place, within the setting and within the local community, including Guess the name of the rabbit/raffles/Christmas wreath making. Proceeds from these events have allowed the charity to provide additional experiences for the children's enjoyment which included Magic shows, hire of large inflatable, parties and the famous Busy Bees Playgroup leavers bear for our children moving on to school.

Aims for the future

To maintain Good Ofsted rating

To continue to raise the profile of Busy Bees playgroup within the local community.

To develop a strong working committee

To continue to support staff with their plans for developing the setting.

To continue to raise funds for extra resources and experiences for the children

Trustees Declaration

We the trustees of Busy Bees playgroup, are responsible for keeping proper accounting records that disclose the reasonable accuracy at any time the financial position of the charity and enable us to ensure that the financial statement comply with the charities act. We are also responsible for safeguarding any assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and any other irregularities. We declare that there are no unreported serious incidents or other matters relating to our charity during this financial year.

This report was presented and agreed at the Annual General Meeting on

Signed on behalf of the trustees.

.....
Chair

Date.....

**FINANCIAL STATEMENT YEAR END 31.08.23**

(- figures = credit)

	Financial Year	Reserve Account
	01.09.23 to 31.08.24	
OPENING BALANCE	-10068.40	-13110.39
trans to reserve account		
<u>INCOME</u>		
NURSERY EDUCATION FUNDING	-80889.98	
CHILDRENS FEES	-10979.85	
VOLUNTARY CONTRIBUTION	-420.00	
COURSE INCENTIVE PAYMENTS	0.00	
GRANTS	0.00	
FUNDRAISING	-599.65	
DONATIONS	0.00	
INTEREST ON ACCOUNT	0.00	-166.20
	0.00	
UNIFORMS	0.00	
OTHER INCOME	-7.32	
TOTAL INCOME	-£92,896.80	-£166.20
<u>EXPENDITURE</u>		
WAGES	52096.46	
TAX & NI	383.88	
TEMPORARY STAFF	0.00	
PAYROLL SERVICE	524.30	
PENSION (Nest)	1506.16	
COURSE FEES/TRAINING	50.00	
	0.00	
SUBSCRIPTIONS/MEMBERSHIP (OFSTED/PATA/)	393.48	
	0.00	
RENTAL OF PREMISES	4605.00	
HOUSEHOLD GOODS (i.e. cleaning material/wet wipes etc)	872.07	
INSURANCE	514.82	
TELEPHONE	446.93	
ADMIN COST (i.e. postage/stationery/ink)	241.52	
PRINTER	859.90	
	0.00	
REFRESHMENTS	0.00	
CONSUMABLES (PAINT, PAPER, ETC)	703.03	
NEW EQUIPMENT (TOY/BOOKS)	1294.96	
	0.00	
FUNDRAISING COSTS	0.00	
ENTERTAINMENT/GIFTS	564.81	
IT costs	171.66	
UNIFORMS	0.00	
FOREST SCHOOL DEVELOPMENT	0.00	
OTHER EXPENDITURE	0.00	
TRAINING GRANT PAID OUT	0.00	
	0.00	
TRANSFER TO RESERVE ACCOUNT	0.00	
TOTAL PAYMENTS	£65,228.98	£0.00
PROFIT/LOSS MADE IN THE YEAR	-£27,667.82	-£166.20
Current account & reserve account	-£37,736.22	-£13,276.59
Total closing balance	-£51,012.81	



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

Busy Bees PLAYGROUP

On accounts for the year
ended

31/8/2024

Charity no
(if any)

1054102

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above
charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and
basis of report

As the charity trustees of the Trust, you are responsible for the preparation
of the accounts in accordance with the requirements of the Charities Act
2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out
under section 145 of the 2011 Act and in carrying out my examination, I
have followed the applicable Directions given by the Charity Commission
under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have
come to my attention (other than that disclosed below *) in connection with
the examination which gives me cause to believe that in, any material
respect:

- accounting records were not kept in accordance with section 130 of
the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection
with the examination to which attention should be drawn in order to enable a
proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

Diane Newwood

Date:

3/11/2024

Name:

DIANE NEWWOOD

Relevant professional
qualification(s) or body
(if any):

CIMA

Address:

WYNDHAM, SEABROOK ROAD

BROCKWORTH

GLoucester

GL3 4LY

Accounts



BUSY BEES PLAYGROUP

**CASTLE HILL PRIMARY SCHOOL
ABBOTSWOOD ROAD BROCKWORTH GLOS GL3 4NU**

REGISTERED CHARITY

NO: 1054102

**ANNUAL REPORT
AND
FINANCIAL STATEMENT
OF THE TRUSTEES
FOR THE
YEAR END
31st August 2023**

Notes to the financial statement for the year ended 31.08.23

The playgroup accounts have been produced on a simple payments & receipts basis in accordance with the charities act by an administrator employed by the charity. Under the guidance as set out by the Charity Commission of England and Wales, the trustees consider that a full audit is not required and have elected for an independent examination (under Charities Act 2011 section 144/5(1))

The trustees therefore have appointed *Mrs D Hopwood* as the independent examiner. (See attached report)

- As at 31st August 2023, Busy Bees does not owe any money to any creditors, and has no outstanding debts.

It is the trustee's policy to aim to reserve within a bank account at least 3 times the monthly running costs at any point, the trustees also hold a reserve account to protect themselves from any financial liability from the charity.

Busy Bees playgroup does not hold any major assets, just toys and resources for the children's benefit. The property and grounds are Licensed from Gloucestershire County Council, via Castle Hill Primary School.

Financial position as at 31.08.23

Detailed report enclosed

	Busy Bees current account	Busy Bees trustees reserve account
Opening balance	<u>£6867.15</u>	£13,043.91
Total Income	£58742.56	<u>£66.48</u>
Total expenditure	£55541.31	
Closing balance	£10,068.40	£13,110.39
Profit in year	<u>£3201.25</u>	<u>£66.48</u>

Total funds held £23,178.79

I have prepared the financial accounts on behalf of the trustees of Busy Bees Playgroup, and to the best of my knowledge and belief the accounts have been prepared to provide a factual summary of money received and paid during the year and the financial position of the charity as at 31st August 2023

Accounts prepared by:

SIGNED:

Name: *J Burris*
Address *165 Ermin Street*
Brockworth
Glos GL3 4HQ

DATED: *28/9/2023*



Trustees' Annual Report

For the period 01.09.22 to 31.08.23

Structure governance and management

Charity Name	Busy Bees Playgroup
Charity number	1054102
Charity address	Castle Hill Primary School, Abbotswood Rd Brockworth Glos GL3 4NU
Trustees who manage the charity	

Charlotte Parry - Chair
Ellie Lamb
Sasha Brice
Shannon O'Grady

Rachel Preston
Charlie Presley
Elwira Chrostek

Co-opted members
Hailie Sturt – Paid as Setting Manager – Nominated Individual for OFSTED

Governing Document

Constitution

The charity operates under an amended constitution signed on 3rd November 2020 which replaces the original constitution signed on 5th March 2010.

Trustee selection method

The management of the charity is the responsibility of the trustees, who are elected at the annual general meeting in the autumn term as per our constitution.

Trustees complete DBS checks in line with statutory requirements and are registered with OFSTED. Trustees give their time for free and receive no financial benefit. Trustees aim to meet as least 3 times per year, to review the position of the charity.

One trustee holds safeguarding requirements.

Trustees hold a reserve bank account and insurance to enable the charity to manage risk.

In all work the trustees have regard to the guidance issued by the Charity Commission.

Objectives and Activities

Charity Aims

The charity aims to provide to the local community a fully inclusive setting that delivers pre- school education following the early years foundation stage, by creating a happy, safe, and relaxed environment. Caring for children aged 2 years to 4 years of any culture or ability to learn through play Children are encouraged by example and learn to care for and respect not only themselves but also others and their environment.

In order to do this, we employ a childcare manager who along with a deputy and play assistants undertakes daily planning of activities to meet the needs and interests of the children attending our setting. We deploy a key person approach to ensure that the progress and well being of all individual children is constantly monitored and feeds into future planning. We ensure that our staff are well

trained and hence able to successfully meet the needs of the children in our care. We promote the importance of the learning environment and endeavour to make this as stimulating as possible. We listen to the views of children, parents and staff and use this feedback to inform our improvement work. The working partnership with parents is recognised as being a major value and of importance to the development and education of children. We develop positive relationships with parents and carers and invite them into our setting. We value all children as individuals and celebrate Britain's diversity of culture.

We help the children in our care to be happy and healthy. We have policies and procedures in place for all aspects of safeguarding, child protection and health and safety, and along with staff review these policies as and when necessary. We follow the recommendations offered by external agencies and work with parents to achieve these outcomes.

Ofsted carried out an inspection of the setting on 4th June 2019 and rated the setting as GOOD.

Achievements performance

Review of the year

Our annual general meeting was held, and a strong committee was formed, undertaking a number of fundraising events, and applying for grants from local parish council to enable the setting to continue to meet the needs of the children attending. Session attendance numbers were low at the start of the year but during the final quarter numbers increased dramatically and the academic year ended with most sessions full, this also giving a good start for the new academic year. Expenditure

was kept to a minimum to avoid a negative monetary impact again this year. However the trustees felt that all staff should be rewarded with an annual increase to their salaries which would embed security for staff as recruitment and new staff training would cause a greater impact to the charity. Communication with the trustees has mainly been via emails, the chair has continued to support the manager in the overall operation of the setting. This has enabled the setting to continue to be a proactive setting supporting children in our care and staff wherever possible to provide the best childcare as per our aims. Income has mainly been through the Government Nursery Education funding scheme. All funding and fee payments received under these schemes have been used to enhance the needs of the child, following the EYFS guidelines.

Busy Bees children enjoyed Christmas and end of year parties with magical entertainment, bouncy castle and the tradition leavers bears.

Aims for the future

To raise the profile of Busy Bees playgroup within the local community.

To develop a strong working committee

To continue to support staff with their plans for developing the setting, repair and update our outdoor learning area.

To continue to raise funds for extra resources and experiences for the children

Trustees Declaration

We the trustees of Busy Bees playgroup, are responsible for keeping proper accounting records that disclose the reasonable accuracy at any time the financial position of the charity and enable us to ensure that the financial statement comply with the charities act. We are also responsible for safeguarding any assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and any other irregularities. We declare that there are no unreported serious incidents or other matters relating to our charity during this financial year.

This report was presented and agreed at the Annual General Meeting on

Signed on behalf of the trustees.

.....
Chair

Date.....

**FINANCIAL STATEMENT YEAR END 31.08.23**

(- figures = credit)

	Financial Year	Reserve Account
	01.09.22 to 31.08.23	
OPENING BALANCE	-6867.15	-13043.91
trans to reserve account		
<u>INCOME</u>		
NURSERY EDUCATION FUNDING	-40460.77	
CHILDRENS FEES	-17168.88	
COURSE INCENTIVE PAYMENTS		
GRANTS	-494.00	
FUNDRAISING (detailed schedule enclosed)	-618.91	
DONATIONS (detailed schedule enclosed)		
INTEREST ON ACCOUNT		-66.48
UNIFORMS		
OTHER INCOME		
TOTAL INCOME	-£58,742.56	-£66.48
<u>EXPENDITURE</u>		
WAGES	45442.75	
TAX & NI		
TEMPORARY STAFF		
PAYROLL SERVICE	476.50	
PENSION	1154.04	
COURSE FEES/TRAINING	299.00	
SUBSCRIPTIONS (PATA Membership/OFSTED)	479.24	
RENTAL OF PREMISES	4590.00	
HOUSEHOLD GOODS (i.e. cleaning material/wet wipes etc)	664.86	
INSURANCE	493.72	
TELEPHONE	393.11	
ADMIN COST (i.e. postage/stationery/ink)	196.78	
PRINTER COSTS	759.56	
REFRESHMENTS	6.10	
CONSUMABLES (PAINT, PAPER, ETC)	241.18	
NEW EQUIPMENT (TOY/BOOKS)	15.20	
FUNDRAISING COSTS		
ENTERTAINMENT/GIFTS	329.27	
I/T & PHOTOCOPY		
UNIFORMS		
FOREST SCHOOL DEVELOPMENT		
OTHER EXPENDITURE		
TRAINING GRANT PAID OUT		
TRANSFER TO RESERVE ACCOUNT		
TOTAL PAYMENTS	£55,541.31	£0.00
PROFIT/LOSS MADE IN THE YEAR	-£3,201.25	-£66.48
Current account & reserve account	-£10,068.40	-£13,110.39
Total closing balance	-£23,178.79	

profit in year £3267.73



Section A

Independent Examiner's Report

Report to the trustees/
members of

BUSY BEES PLAYGROUP

On accounts for the year
ended

31 108 / 2023

Charity no
(if any)

1054102

Set out on pages

1-4

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

Responsibilities and
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

5/11/2023

Name:

DIANE HARWOOD

Relevant professional
qualification(s) or body
(if any):

ACMA

Address:

WYNDHAM, SEABROOK ROAD, BROCKWORTH
GLOUCESTER
GL3 4LY

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

Accounts

Section B**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

Charity made a loss in year and indicators are that it will continue to do so. Reserve account should be held or close down costs only if required.

Trustees need to renew financial viability of the charity



Section A

Independent Examiner's Report

Report to the trustees/
members of

BUSY BEES' PLAYGROUP

On accounts for the year
ended

31ST August 2022

Charity no
(if any)

1054102

Set out on pages

I report to the trustees on my examination of the accounts of the above
charity for the year ended 31/08/2022

Responsibilities and
basis of report

As the charity's trustees, you are responsible for the preparation of the
accounts in accordance with the requirements of the Charities Act 2011

I report in respect of my examination of the Trust's accounts carried out
under section 145 of the 2011 Act and in carrying out my examination, I
have followed all the applicable Directions given by the Charity Commission
under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have
come to my attention in connection with the examination which gives me
cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130
of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements
concerning the form and content of accounts set out in the Charities
(Accounts and Reports) Regulations 2008 other than any requirement
that the accounts give a 'true and fair' view which is not a matter
considered as part of an independent examination.

I have no concerns and have come across no other matters in connection
with the examination to which attention should be drawn in this report in
order to enable a proper understanding of the accounts to be reached.

Signed:

Date:

24/10/22

Name:

DIANE HOPWOOD

Relevant professional
qualification(s) or body
(if any):

AEMA

Address:

WINDHAM, SEABROOK RD

BROCKWORTH, GLOUCE, GL3 4LY



BUSY BEES PLAYGROUP

**CASTLE HILL PRIMARY SCHOOL
ABBOTSWOOD ROAD BROCKWORTH GLOS GL3 4NU**

REGISTERED CHARITY

NO: 1054102

**ANNUAL REPORT
AND
FINANCIAL STATEMENT
OF THE TRUSTEES
FOR THE
YEAR END
31st August 2022**

Notes to the financial statement for the year ended 31.08.22

The playgroup accounts have been produced on a simple payments & receipts basis in accordance with the charities act by an administrator employed by the charity. The trustees have reviewed and approved the accounts. Therefore, under the guidance as set out by the Charity Commission of England and Wales, the trustees consider that a full audit is not required and have elected for an independent examination (under Charities Act 2011 section 144/5(1))

The trustees therefore have appointed *Mrs D Hopwood* as the independent examiner. (See attached report)

- As at 31st August 2022, Busy Bees does not owe any money to any creditors, and has no outstanding debts.

It is the trustee's policy to aim to reserve within the bank account at least 3 times the monthly running costs at any point, the trustees also hold a reserve account to protect themselves from any financial liability from the charity.

Busy Bees playgroup does not hold any major assets, just toys and resources for the children's benefit. The property and grounds are rented from Gloucestershire County Council, via Castle Hill Primary School.

Financial position as at 31.08.22

Detailed report enclosed

	Busy Bees current account	Busy Bees trustees reserve account
Opening balance	<u>£16,832.03</u>	£13,042.29
Total Income	£42,386.01	<u>£1.62</u>
Total expenditure	£52,350.89	
Closing balance	£6,867.15	£13,043.91
<u>Loss in year</u>	<u>£9,964.88</u>	

Total funds held £19,911.06

I have prepared the financial accounts on behalf of the trustees of Busy Bees Playgroup, and to the best of my knowledge and belief the accounts have been prepared to provide a factual summary of money received and paid during the year and the financial position of the charity as at 31st August 2022

Accounts prepared by:

SIGNED:

Name:

Address



J Burris

165 Ermin Street
Brockworth
Glos GL3 4HQ

DATED: 24/10/22



Trustees' Annual Report

For the period 01.09.21 to 31.08.22

Structure governance and management

Charity Name	Busy Bees Playgroup
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Charity number	1054102
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Charity address	Castle Hill Primary School, Abbotswood Rd Brockworth Glos GL3 4NU
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Trustees who manage the charity

Jessica Bates - Chair & nominated person for OFSTED

Co-opted members

Name of chief executive or senior staff members

Hailie Sturt – Employed by charity as manager of setting

Jane Burris – Employed by charity as administrator/charity commission contact

Governing Document

Constitution

The charity operates under an amended constitution signed on 3rd November 2020 which replaces the original constitution signed on 5th March 2010.

Trustee selection method

The management of the charity is the responsibility of the trustees, who are elected at the annual general meeting in the autumn term as per our constitution.

Trustees complete DBS checks in line with statutory requirements and are registered with OFSTED. Trustees give their time for free and receive no financial benefit. Trustees aim to meet as least 3 times per year, to review the position of the charity.

One trustee holds safeguarding requirements.

Trustees hold a reserve bank account and insurance to enable the charity to manage risk.

In all work the trustees have regard to the guidance issued by the Charity Commission.

Objectives and Activities

Charity Aims

The charity aims to provide to the local community a fully inclusive setting that delivers pre- school education following the early years foundation stage, by creating a happy, safe, and relaxed environment. Caring for children aged 2 years to 4 years of any culture or ability to learn through play Children are encouraged by example and learn to care for and respect not only themselves but also others and their environment.

In order to do this, we employ a childcare manager who along with a deputy and play assistants undertakes daily planning of activities to meet the needs and interests of the children attending our setting. We deploy a key person approach to ensure that the progress and well being of all individual children is constantly monitored and feeds into future planning. We ensure that our staff are well

trained and hence able to successfully meet the needs of the children in our care. We promote the importance of the learning environment and endeavour to make this as stimulating as possible. We listen to the views of children, parents and staff and use this feedback to inform our improvement work. The working partnership with parents is recognised as being a major value and of importance to the development and education of children. We develop positive relationships with parents and carers and invite them into our setting. We value all children as individuals and celebrate Britain's diversity of culture.

We help the children in our care to be happy and healthy. We have policies and procedures in place for all aspects of safeguarding, child protection and health and safety, and along with staff review these policies as and when necessary. We follow the recommendations offered by external agencies and work with parents to achieve these outcomes.

Ofsted carried out an inspection of the setting on 4th June 2019 and rated the setting as GOOD.

Achievements performance

Review of the year

This has been a very challenging year for the charity. Our attendance numbers were lower than previous years and although there was a slight increase during the year attendance remained lower than ideal. The need to use surplus income from previous years was used to enable the charity to continue operating. Although expenditure was kept to a minimum the rise in employment costs to keep line with government statutory guidelines was an expenditure that could not be avoided. The financial position will continue to be monitored to evaluate the feasibility of the charity continuing. A very small committee was formed at the AGM although due to personal circumstances and work commitments communication has mainly been via emails, the chair has continued to support the manager in the overall operation of the setting. Which has enabled the setting to continue to be a proactive setting supporting children in our care and staff wherever possible to provide the best childcare as per our aims. Income has mainly been through the Government Nursery Education funding scheme for 3- & 4-year-olds. All funding and fee payments received under these schemes have been used to enhance the needs of the child, following the EYFS guidelines.

Changes to staffing requirements have been address taking into account our safer recruitment and safeguarding policy and ensuring that the correct adult to child ratio is adhered to. The trustees have ensured that all legislation has been adhered to

During the year a few essential new resources were purchased including new furniture for the reading corner this was to replace the old furniture that had become unrepairable. We remain grateful for donations of resources given to the charity. Our preschool children enjoyed the end of year party with bouncy castle and leavers bears which has become a great tradition.

Aims for the future

To raise the profile of Busy Bees playgroup within the local community.

To develop a strong working committee

To continue to support staff with their plans for developing the setting

To continue to raise funds for extra resources and experiences for the children

Trustees Declaration

We the trustees of Busy Bees playgroup, are responsible for keeping proper accounting records that disclose the reasonable accuracy at any time the financial position of the charity and enable us to ensure that the financial statement comply with the charities act. We are also responsible for safeguarding any assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and any other irregularities. We declare that there are no unreported serious incidents or other matters relating to our charity during this financial year.

This report was presented and agreed at the Annual General Meeting on

Signed on behalf of the trustees.

Date...3/11/22...

.....
Chair

BUSY BEES PLAYGROUP
INCOME & EXPENDITURE FROM 01.09.21 to 31.08.22

	TOTAL ACCOUNTS
	2021/22
OPENING BALANCE	
INCOME	
NURSERY EDUCATION FUNDING	-£38,327.23
CHILDRENS FEES	-£3,957.10
COURSE INCENTIVE PAYMENTS	
GRANTS	
FUNDRAISING (detailed schedule enclosed)	-£101.68
DONATIONS (detailed schedule enclosed)	
INTEREST ON DEPOSIT ACCOUNT	
UNIFORMS	
OTHER INCOME	
INSURANCE CLAIM	
TOTAL INCOME	-£42,386.01
EXPENDITURE	
WAGES	£40,699.29
TAX & NI	£1,921.14
TEMPORARY STAFF	
PAYROLL SERVICE	£425.70
PENSION (Nest)	£1,161.10
COURSE FEES/TRAINING	£25.00
SUBSCRIPTIONS/MEMBERSHIP (OFSTED/PA	£433.28
RENTAL OF PREMISES	£4,485.00
HOUSEHOLD GOODS (i.e. cleaning material/we	£487.61
INSURANCE	£460.17
TELEPHONE	£445.40
ADMIN COST (li.e. postage/staionery/INK)	£175.93
PRINTER	£757.20
REFRESHMENTS	
CONSUMABLES (PAINT, PAPER, ETC)	£217.13
NEW EQUIPMENT (TOY/BOOKS)	£395.39
FUNDRASING COSTS	
ENTERTAINMENT/GIFTS	£261.55
PHOTOGRAPHY	
IT costs	£0.00
FOREST SCHOOL	
UNIFORMS	
GRANT PAID OUT	
OTHER EXPENDITURE	
TRANSFER	
TOTAL PAYMENTS	£52,350.89

-£6,867.15

BALANCE	-£6,867.15
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BUSY BEES FUNDRAISING 2021/22

EVENT	
Photo commission	35.00
Amazon smile	8.88
World book day - book sale	29.30
Amazon smile	5.00
Jubilee cake sale	23.50

Total raised	£101.68
---------------------	----------------

Donations

Received from parent

BUSY BEES PLAYGROUP (BROCKWORTH)

England & Wales - Charity number 1054102

Accounts



BUSY BEES PLAYGROUP

**CASTLE HILL PRIMARY SCHOOL
ABBOTSWOOD ROAD BROCKWORTH GLOS GL3 4NU**

REGISTERED CHARITY

NO: 1054102

**ANNUAL REPORT
AND
FINANCIAL STATEMENT
OF THE TRUSTEES
FOR THE
YEAR END
31st August 2021**

Notes to the financial statement for the year ended 31.08.21

The playgroup accounts have been produced on a simple payments & receipts basis in accordance with the charities act by an administrator employed by the charity. The trustees have reviewed and approved the accounts. Therefore under the guidance as set out by the Charity Commission of England and Wales, the trustees consider that a full audit is not required and have elected for an independent examination (under Charities Act 2011 section 144/5(1))

The trustees therefore have appointed *Mrs D Hopwood* as the independent examiner. (See attached report)

- As at 31st August 2021, Busy Bees does not owe any money to any creditors, and has no outstanding debts.

It is the trustee's policy to aim to reserve within the bank account at least 3 times the monthly running costs at any point, the trustees also hold a reserve account to protect themselves from any financial liability from the charity.

Busy Bees playgroup does not hold any major assets, just toys and resources for the children's benefit. The property and grounds are rented from Gloucestershire County Council, via Castle Hill Primary School.

Financial position as at 31.08.21

Detailed report enclosed

	Busy Bees current account	Busy Bees trustees reserve account
Opening balance	<u>£13,186.70</u>	£13,040.98
Total Income	£53,829.71	<u>£1.31</u>
Total expenditure	£50,184.38	
Closing balance	£16,832.03	£13,042.29
Profit in year	<u>£3,645.33</u>	
Total funds held £29,874.32		

I have prepared the financial accounts on behalf of the trustees of Busy Bees Playgroup, and to the best of my knowledge and belief the accounts have been prepared to provide a factual summary of money received and paid during the year and the financial position of the charity as at 31st August 2021

Accounts prepared by: 

SIGNED:

Name: J Burris
Address: 165 Ermin Street
Brockworth
Glos GL3 4HQ

DATED: 09-09-2021.

**FINANCIAL STATEMENT YEAR END 31.08.21**

(- figures = credit)

	Financial Year	Reserve Account
	01.09.20 to 31.08.21	
OPENING BALANCE	-13186.70	-13040.98
trans to reserve account		
INCOME		
NURSERY EDUCATION FUNDING	-47159.61	
CHILDRENS FEES	-6194.60	
COURSE INCENTIVE PAYMENTS		
GRANTS (Training grant)		
FUNDRAISING (detailed schedule enclosed)	-470.50	
DONATIONS (detailed schedule enclosed)	-5.00	
INTEREST ON ACCOUNT		-1.31
UNIFORMS		
OTHER INCOME		
TOTAL INCOME	-£53,829.71	-£1.31
EXPENDITURE		
WAGES	38264.23	
TAX & NI	2207.88	
TEMPORARY STAFF		
PAYROLL SERVICE	332.00	
PENSION	1084.85	
COURSE FEES/TRAINING	210.00	
SUBSCRIPTIONS (PATA Membership/OFSTED)	290.14	
RENTAL OF PREMISES	4410.00	
HOUSEHOLD GOODS (i.e. cleaning material/wet wipes)	508.31	
INSURANCE	413.30	
TELEPHONE	428.95	
ADMIN COST (i.e. postage/stationery/ink)	270.26	
PRINTER COSTS	724.75	
REFRESHMENTS		
CONSUMABLES (PAINT, PAPER, ETC)	538.25	
NEW EQUIPMENT (TOY/BOOKS)	263.47	
FUNDRAISING COSTS		
ENTERTAINMENT/GIFTS	237.99	
I/T & PHOTOCOPY		
UNIFORMS		
FOREST SCHOOL DEVELOPMENT		
OTHER EXPENDITURE		
TRAINING GRANT PAID OUT		
TRANSFER TO RESERVE ACCOUNT		
TOTAL PAYMENTS	£50,184.38	£0.00
PROFIT/LOSS MADE IN THE YEAR	-£3,645.33	-£1.31
Current account & reserve account	-£16,832.03	-£13,042.29
Total closing balance	-£29,874.32	

BUSY BEES FUNDRAISING 2020/21

EVENT	
Christmas walk	460.00
Amazon smile	10.50

Total raised	£470.50
---------------------	----------------

Donations

Received from parent

£5.00



Trustees' Annual Report

For the period 01.09.20 to 31.08.21

Structure governance and management

Charity Name	Busy Bees Playgroup
--------------	---------------------

Charity number	1054102
----------------	---------

Charity address	Castle Hill Primary School, Abbotswood Rd Brockworth Glos GL3 4NU
-----------------	--

Trustees who manage the charity

Jesscia Bates - Chair & nominated person for OFSTED

Holly Faulkner

Elwina Chrostek

Co-opted members

Name of chief executive or senior staff members

Hailie Sturt – Employed by charity as manager of setting

Jane Burris – Employed by charity as administrator/charity commission contact

Governing Document

Constitution

The charity operates under an amended constitution signed on 3rd November 2020 which replaces the original constitution signed on 5th March 2010.

Trustee selection method

The management of the charity is the responsibility of the trustees, who are elected at the annual general meeting in the autumn term as per our constitution.

Trustees complete DBS checks in line with statutory requirements and are registered with OFSTED.

Trustees give their time for free and receive no financial benefit. Trustees aim to meet as least 3 times per year, to review the position of the charity.

One trustee holds safeguarding requirements.

Trustees hold a reserve bank account and insurance to enable the charity to manage risk.

In all work the trustees have regard to the guidance issued by the Charity Commission.

Objectives and Activities

Charity Aims

The charity aims to provide to the local community a fully inclusive setting that delivers pre- school education following the early years foundation stage, by creating a happy, safe, and relaxed environment. Caring for children aged 2 years to 4 years of any culture or ability to learn through play Children are encouraged by example and learn to care for and respect not only themselves but also others and their environment.

In order to do this, we employ a childcare manager who along with a deputy and play assistants undertakes daily planning of activities to meet the needs and interests of the children attending our setting. We deploy a key person approach to ensure that the progress and well being of all individual children is constantly monitored and feeds into future planning. We ensure that our staff are well trained and hence able to successfully meet the needs of the children in our care. We promote the importance of the learning environment and endeavour to make this as stimulating as possible. We listen to the views of children, parents and staff and use this feedback to inform our improvement work. The working partnership with parents is recognised as being a major value and of importance to the development and education of children. We develop positive relationships with parents and carers and invite them into our setting. We value all children as individuals and celebrate Britain's diversity of culture.

We help the children in our care to be happy and healthy. We have policies and procedures in place for all aspects of safeguarding, child protection and health and safety, and along with staff review these policies as and when necessary. We follow the recommendations offered by external agencies and work with parents to achieve these outcomes.

Ofsted carried out an inspection of the setting on 4th June 2019 and rated the setting as GOOD.

Achievements performance

Review of the year

Again, this year the charity has been hit with new challenges due to the Covid19 Pandemic. Our AGM was held virtual and due to social distancing requirements meetings have remained as electronic communication, ensuring that members are informed of any action required. The small committee have continued to support the setting ensuring that we meet all government guidelines around the pandemic. As an early years provider we remained open through the final lockdowns and supported families and staff as best as possible, ensuring that all communication and legislation was adhere to and passed on to our families. Our usual fundraising events were impacted by covid as no large group events, so new ideas to continue to fundraise keeping everyone safe was deployed. The popular children's Sponsor Christmas scavenger hunt around the village with their family was very popular and we loved receiving the electronic images and their drawings of their family festive walk. This made it inclusive so that all could take part, even if they felt that they were unable to donate. The chair has supported the manager throughout the year Which has enabled the charity to continue to establish a stable and proactive setting and support staff wherever possible to provide the best childcare as per our aims. Income has mainly been through the Government Nursery Education funding scheme for 3- & 4-year-olds. A very small percentage was received to support some 2-year-olds and also pupil premium children. All funding and fee payments received under these schemes have been used to enhance the needs of the child, following the EYFS guidelines.

Changes to staffing requirements have been address taking into account our safer recruitment and safeguarding policy and ensuring that the correct adult to child ratio is adhered to. The trustees have ensured that all employment legislation has been adhered to, reviewed salaries and have complied with the pension regulations.

During the year new resources and bikes have been purchased, and grateful donations of resources have been received.

Government restrictions have impacted on our fund-raising opportunities this year, but this is an area that we hope to establish, look for new avenues and ideas to continue to enhance the provision for the children accessing the charity.

Aims for the future

To raise the profile of Busy Bees playgroup within the local community.

To develop a strong working committee

To continue to support staff with their plans for developing the setting

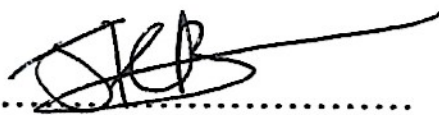
To continue to raise funds for extra resources and experiences for the children

Trustees Declaration

We the trustees of Busy Bees playgroup, are responsible for keeping proper accounting records that disclose the reasonable accuracy at any time the financial position of the charity and enable us to ensure that the financial statement comply with the charities act. We are also responsible for safeguarding any assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and any other irregularities. We declare that there are no unreported serious incidents or other matters relating to our charity during this financial year.

This report was presented and agreed at the Annual General Meeting on

Signed on behalf of the trustees.


.....

Chair

Date. 15/11/21

Independent Examiner's Report on the Accounts

Section A

Independent Examiner's Report

Report to the trustees/members of

Charity Name Busy Bees PLAYGROUP

On accounts for the year ended

310821

Charity no (if any)

1054102

Set out on pages

(remember to include the page numbers of additional sheets)

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed below*):

(1) which gives me reasonable cause to believe that in, any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act;
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed

Diane Hwood

Date

6/11/21

Name

DIANE HWOOD

Relevant professional qualification(s) or body (if any)

CIMA

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