

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, GLoucestershire, 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.

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Chair

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

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
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Donations

Received from parent