

HONEYBEEZ PRE-SCHOOL
(REGISTERED CHARITY NUMBER 1095969)

TRUSTEES' REPORT AND UNAUDITED ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024

HONEYBEEZ PRE-SCHOOL

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

The committee present their report and the financial statements of the charity for the year ended 31 March 2024.

Charity number

1095969

Principal address

Bassett Green Primary School
Honeysuckle Road
Southampton
Hampshire
SO16 3BZ

Trustees

Maria Maragkou
Louisa Holman
Kellie Goddard
Megan Pitt

Independent examiner

J E Harris FCCA
Knight Goodhead Limited
7 Bournemouth Road
Chandler's Ford
Eastleigh
Hampshire
SO53 3DA

HONEYBEEZ PRE-SCHOOL

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity was set up under its Constitution as Honeybeez Pre-School.

Officers

The officers who served the charity on the Committee during the year were as follows:

Maria Maragkou – Chairperson

Louisa Holman – Trustee

Kellie Goddard – Trustee

Megan Pitt - Trustee

Election of Committee

The Constitution gives detailed instructions as to the number of trustees and members of the committee:

The committee shall consist of three officers and not less than two nor more than nine elected members and should the committee so decide, not more than three members co-opted by the committee. At least 60% of the committee members, including co-opted members, be parents or guardians of the children in groups run by the pre-school. In the event that this 60% figure cannot be achieved, the pre-school may elect affiliate members who are not such parents or guardians to the committee subject to each of those affiliate members being approved at a special general meeting of all the members of the pre-school.

The above officers and committee members shall be elected for life at the annual general meeting. Co-opted members may join at any time on the invitation of the committee but shall retire at the next Annual General meeting. No co-opted member shall serve for more than six consecutive years. In the event of the death or resignation of the elected member, the vacancy shall be filled until the next Annual General Meeting by a member appointed by the board of trustees. Officers, elected members and co-opted members each have one vote.

The Annual General Meeting shall be held in the autumn term each year. The Secretary or Chair may at any time call a Special General Meeting.

Risk Assessment

The Committee has identified that it is exposed to normal risks, and in doing so has established control systems, which comply with the requirements of current legislation in order to manage those risks.

Whilst the charity is a not-for-profit organisation, the committee has to ensure that day-to-day operations of the pre-school continues. This is achieved by the backing of an educational grant, volunteer officials and fees charged to parents (which are structured to cover staff and the general operations of the charity).

There have been no changes made to the setting in the past year.

HONEYBEEZ PRE-SCHOOL

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

OBJECTIVES AND ACTIVITIES

The aims and objectives of the charity is to enhance the development and education of children primarily under the statutory school age by the provision of appropriate play, education and care facilities ensuring that the pre-school offers opportunities for all children whatever their race, culture, religion, means or ability.

RECRUITMENT AND APPOINTMENT OF NEW TRUSTEES

Trustees are elected in accordance with the Constitution. Once elected, all committee members are subject to an enhanced DBS check and to a Credit Report. Training will be given on the provision of childcare and appropriate areas of the control and administration of the pre-school such as first aid, obligations to OFSTED, bookkeeping and relevant law and employment guidance.

REVIEW OF THE YEAR

Achievements and performance

This year we have undertaken a lot of training to help impact our practice.

We currently take 15 two-year olds per session.

We had a school trip to celebrate the end of the year with children and staff.

Financial report

Income for the year totalled £208,782 (2023: £175,261) with expenditure of £198,889 (2023: £169,297) resulting in a net income for the year of £9,893 (2023: £5,964). The trustees continue to keep budgets under close review to ensure the viability of the pre-school going forward.

Staffing

We have had one staff member on maternity leave from October 2023 and we didn't need to apply for a cover position due to having enough staff to cover the children who we had. The rest of the staff have remained the same.

OFSTED

We had Ofsted in March 2023 and received a good rating. We are now in the 6 year rotation so can be reviewed any when in the next 6 years.

FUTURE PLANS

The next financial year

Our plans for the future include ensuring we have more younger children so that they will be here longer to help with the low intake each September.

HONEYBEEZ PRE-SCHOOL

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

RESERVES POLICY

The pre-school has a policy to retain cash reserves to cover the overheads for a period of greater than four months. The balance of cash funds at 31 March 2024 was £58,931 (2023: £49,038), which currently equates to just under 3.5 months expenditure and is therefore below the policy. The trustees keep the level of reserves under close review.

INVESTMENT POWERS

The funds of the pre-school shall only be used for the purposes of the pre-school and no payment shall be made to any member except for any remuneration in respect of employment by the pre-school. No other formal arrangements exist within the constitution for any specific investment powers and their authority.

Signed on behalf of the committee,



Maria Maragkou
Trustee

Approved by the Trustees on **28/01/2025**

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF HONEYBEEZ PRE-SCHOOL

I report to the trustees on my examination of the accounts of Honeybeez Pre-School for the year ended 31 March 2024 which are set out on pages 6 to 8.

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 Trustee'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 2011 Act.

Independent Examiners Statement

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

- (1) accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- (2) the accounts do not accord with those records.

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.



J E Harris FCCA

Knight Goodhead Limited
Chartered Accountants
7 Bournemouth Road
Chandler's Ford
Eastleigh, Hampshire SO53 3DA

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 MARCH 2024

	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
RECEIPTS				
Grants and fees	208,395	-	208,395	175,162
Interest received	387	-	387	99
TOTAL RECEIPTS	208,782	-	208,782	175,261
PAYMENTS				
Staff costs (see note 2)	148,856	-	148,856	138,804
Staff training and welfare	1,411	-	1,411	2,048
Telephone and internet	493	-	493	1,064
Printing, postage and stationery	3,958	-	3,958	2,111
School trips	912	-	912	1,125
Catering	8,828	-	8,828	8,112
School equipment	2,656	-	2,656	1,716
Consumables	327	-	327	678
Clothing costs	223	-	223	599
Legal and professional fees	383	-	383	288
Rent	22,836	-	22,836	8,572
Repairs and maintenance	4,009	-	4,009	-
Insurance	1,254	-	1,254	1,152
Bank charges and interest	213	-	213	268
Accountancy (inc. Independent exam)	2,530	-	2,530	2,760
TOTAL PAYMENTS	198,889	-	198,889	169,297
NET PAYMENTS IN YEAR	9,893	-	9,893	5,964
CASH FUNDS AT 1 APRIL	49,038	-	49,038	43,074
CASH FUNDS AT 31 MARCH	58,931	-	58,931	49,038

STATEMENT OF ASSETS AND LIABILITIES AT 31 MARCH 2024

	2024 £	2023 £
CASH FUNDS		
Current account	27,287	19,302
Deposit accounts	30,973	29,608
Cash in hand	671	128
	<u>58,931</u>	<u>49,038</u>
 ASSETS RETAINED FOR CHARITY'S OWN USE		
Fixtures, fittings and play equipment	<u>-</u>	<u>-</u>
 LIABILITIES OWED		
PAYE liability	1,844	2,990
Pension contribution	391	512
Bank charges	20	17
	<u>2,255</u>	<u>3,519</u>

Approved by the committee on 28/01/2025
and signed on its behalf by



Maria Maragkou
Trustee

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024**1 PREPARATION OF ACCOUNTS**

The accounts have been prepared on a receipts and payments basis in accordance with the Charities Act 2011.

2 STAFF COSTS

	2024	2023
	£	£
Salaries and wages	142,538	133,463
Employer's national insurance	3,772	2,913
Employer's pension	2,546	2,428
	<u>148,856</u>	<u>138,804</u>

No employee received emoluments above £60,000 during this or the prior year.

No trustee was paid remuneration during this or the prior year.

No trustee was reimbursed expenses incurred on behalf of the charity during this or the prior year.