

Trustees' Annual Report

Period Start: 1st September 2024

Period End: 31st August 2025

Section A – Reference and administration details

Charity Name	Oldbury Busy Bees
Registered Charity Number	1139068
Address	The Pavilion, Oldbury Playing Fields Westmarsh Lane, Oldbury on Severn Bristol BS35 1QD

Names of charity trustees who manage the charity:

Trustee Name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
Polly Pearce	Treasurer		
Rebecca Mann	Chair		
Kathryn Sorrell	Secretary		

Names of the trustees for the charity, if any, (for example, any custodian trustees):

Name	Dates acted if not for whole year

Names and address of advisers (optional information):

Type of advisor	Name	Address
Treasurer	Polly Pearce	Myrtle Farm, Oldbury Naite

Name of chief executive or names of senior staff members (optional information):

Rebecca Mann - Chair

Section B – Structure, governance and management

Description of the charity's trusts:

Type of governing document
(e.g trust deed, constitution)

Trust Deed

How the charity is constituted
(e.g. trust, association, company)

Trust

Trustee selection methods
(e.g. appointed by, elected by)

Appointed by existing Trustees

Additional governance issues (optional information):

You **may choose** to include additional information, where relevant, about:

- Policies and procedures adopted for the induction and training of trustees;
- The charity's organisational structure and any wider network with which the charity works;
- Relationship with any related parties;
- Trustees' consideration of major risks and the system and procedures to manage them;

The Playgroup runs with a committee appointed from parents and the local community, some of these are also Trustees.

The committee has a Chair, Secretary and Treasurer; they meet at least 4 times a year with key members of staff.

The committee monitors resources, staff numbers and expenditure needed to run the playgroup along with the performance of the playgroup, and future numbers of children.

It also organises fundraising activities and awareness raising activities in the local community.

The committee also reviews various risks and approves policies developed by the playgroup manager and staff, including Safeguarding children and Health & Safety.

CRB checks are carried out on all new members of staff and committee members.

All committee members and Trustees provide their time voluntarily and receive no remuneration or other benefits.

Section C – Objectives and activities

Summary of the objects of the charity set out in its governing document

The playgroup serves the rural community of Oldbury on Severn in South Gloucestershire, the catchment area is about 4 miles and takes in the town of Thornbury and the surrounding villages and hamlets. The playgroup is for children aged 2 years to 4 years 11 months. The majority of the children feed into the local village school. We currently operate 4 days per week (9 am – 3 pm) term time only (though we operated 5 days per week for the year-ended 31/08/25).

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The focus of our activity is:

- To provide a safe and secure environment for children to feel confident in exploring, investigating and taking risks.
- To provide children with access to the Early Years Foundations Stage Curriculum.
- To provide a caring and considerate learning environment where the staff and the children are all valued for their contribution to playgroup life.
- To identify children who are experiencing difficulties and to adopt clear and open procedures as set out in the settings Special Needs Policy.
- To work in partnerships with parents and carers.
- To provide resources, opportunities and experiences for all children that have regard for children's individual needs, learning styles and age.
- To provide a setting rich with new and familiar language.
- To provide an environment that promotes independent learners who are focused and motivated to learn.
- To have FUN.

When planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit at our committee meetings.

Additional details of objectives and activities (optional information):

You may choose to include further statements, where relevant, about:

- **policy on grantmaking;**
- **policy programme related investment;**
- **contribution made by volunteers.**

The playgroup was first set up in 1990 to provide a valuable service to the children and parents living in the parish. It has grown over the years both in children numbers, staff and the number of sessions provided.

We registered as a charity in November 2010.

The local community have supported the group financially and in kind over the years enabling the group to provide good quality play experiences for the children with a wide range of resources.

Section D – Achievements and performance

Summary of the main achievements of the charity during the year

We continued to provide childcare for children 2-4yrs Monday to Friday offering various session times.

We maintained 5 staff for the year having recruited 2 new staff last year.

The chair, treasurer, secretary & committee members remained the same providing continuity during the year.

We increased our fees and staff wages in line with other local settings which has increased revenue while offering good packages to staff.

Section E – Financial review

Brief statement of the charity's policy on reserves

At the end of the year August 2025, we hold cash at bank of £15,828.30 (2024: £17,611), all of which is unrestricted funds. These funds are held in order to meet any unforeseen expenditure that may occur, and to give us a buffer if child numbers are low in future years. We aim to hold at least £5,000 in the bank.

Details of any funds materially

None

in deficit

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Further financial review details (optional information)

You may choose to include additional information, where relevant about:

- the charity’s principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Our main funding is the Nursery Education grants at 86% (2024: 80%) and then fees 13% (2024: 19%) with the remaining 1% from donations and a small amount of bank interest received. Our income has increased by 20% to £105,272 (2024: £87,159), this is due to an increase in child fees in line with the grant rates which also increased. The majority of expenditure remains as wages at 84% (2024: 83%), and rental of the hall which has had a small increase, in line with expectations. The remainder of expenditure was up slightly, and we have made a few additional purchases to improve the running of the childcare setting, such various new equipment, including sensory items for children who have learning disabilities. Overall, our total expenditure has increased by 11%.
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Section F – Other optional information

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Section G – Declaration

The trustees declare that they have approved the trustees’ report above.

Signed on behalf of the charity’s trustees

Signature(s)	<i>PPearce</i>	
Full name(s)	Polly Pearce	
Position (e.g. Secretary Chair, etc)	Trustee	
Date	30/06/2026	

Profit and Loss

Oldbury Busy Bees Playgroup

For the year ended 31 August 2025

Account	2025
Turnover	
Child Fees	14,044.03
Donations	600.00
Grants (2yrs)	19,989.11
Grants (3&4yrs)	68,285.51
Interest Income	15.92
Other Grants	2,337.75
Total Turnover	105,272.32
Cost of Sales	
Consumables	612.89
Craft & Activity Supplies	246.37
Direct Wages	82,777.34
Equipment	1,132.52
Food & Drink	638.06
Total Cost of Sales	85,407.18
Gross Profit	19,865.14
Administrative Costs	
Advertising & Marketing	14.39
Audit & Accountancy fees	953.34
Cleaning	164.40
Entertainment-100% business	210.00
Insurance	683.17
IT Software and Consumables	104.98
Legal Expenses	95.00
Pensions Costs	1,381.15
Postage, Freight & Courier	6.60
Printing & Stationery	499.89
Rent	6,977.57
Repairs & Maintenance	29.64
Staff Training	307.38
Subscriptions	304.50
Telephone & Internet	643.29
Uniform	220.18
Total Administrative Costs	12,595.48
Operating Profit	7,269.66
Profit on Ordinary Activities Before Taxation	7,269.66
Profit after Taxation	7,269.66

Balance Sheet

Oldbury Busy Bees Playgroup

As at 31 August 2025

Account	31 Aug 2025
Current Assets	
Cash at bank and in hand	
Current Account	3,812.38
Savings Account	12,015.92
Total Cash at bank and in hand	15,828.30
Accounts Receivable	12,906.35
Deposits held	(400.00)
Petty Cash	34.80
Total Current Assets	28,369.45
Creditors: amounts falling due within one year	
PAYE Payable	400.96
Total Creditors: amounts falling due within one year	400.96
Net Current Assets (Liabilities)	27,968.49
Total Assets less Current Liabilities	27,968.49
Net Assets	27,968.49
Capital and Reserves	
Current Year Earnings	7,269.66
Retained Earnings	20,698.83
Total Capital and Reserves	27,968.49

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees

Charity Name
Oldbury Busy Bees

On accounts for the year ended

31st August 2025

**Charity no
(if any)**

1139068

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 **31 / 08 / 2025**.

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

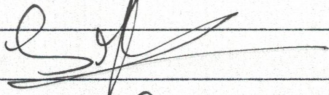
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- 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:



Date:

30TH June 2026

Name:

Stephen William JENKINS

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

Address:

West-End House, West-End Lane,
Oldbury on Severn BS35 1PS.

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.