

BUTTONS AND BOWS PRE SCHOOL

England & Wales · Charity number 1145956

Details

Status Registered

Legal form Other

Registered 2014-08-12

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

Contact

Address Buttons and Bows Pre-school
Middlefield Road
Sawtry
Huntingdon
PE28 5SH

Phone 01487833010

Email buttonsandbowssawtry@gmail.com

Activities

Objects: THE AIMS OF THE PRE-SCHOOL ARE TO ENHANCE THE DEVELOPMENT AND EDUCATION OF CHILDREN PRIMARILY UNDER STATUTORY SCHOOL AGE BY ENCOURAGING PARENTS TO UNDERSTAND AND PROVIDE FOR THE NEEDS OF THEIR CHILDREN THROUGH COMMUNITY GROUPS AND BY:(A) OFFERING APPROPRIATE PLAY, EDUCATION AND CARE FACILITIES, FAMILY LEARNING AND EXTENDED HOURS GROUPS, 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 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 AREAS(C) INSTIGATING AND ADHERING TO AND FURTHERING THE AIMS AND OBJECTS OF THE PRE-SCHOOL LEARNING ALLIANCE.

Activities: Community Pre-School

Classification

- **How:** Provides Services
- **What:** Education/training
- **Who:** Children/young People

Geography

- Cambridgeshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£239,588	£226,781	-	-
2024-08-31	£235,723	£191,618	-	-
2023-08-31	£176,643	£167,211	-	-
2022-08-31	£171,325	£161,641	-	-
2021-08-31	£156,924	£152,706	-	-

Trustees

Name	Role	Appointed
Joanne Chapman	Chair	2016-02-11
Clare Molyneux		2024-10-20
Emily Wright		2024-10-20
JULIE HOWELLS		2012-01-27
Katrina Mortimer		2025-10-16
Ruth Fox		2016-10-05
Zachary Booth		2024-10-20

BUTTONS AND BOWS PRE SCHOOL

England & Wales - Charity number 1145956

Accounts



Buttons and Bows Pre-school
Registered charity number 1145956

TRUSTEES ANNUAL REPORT AUGUST 2024

Charity Name	Buttons and Bows Pre-School
Address	c/o Sawtry Infants School Middlefield Road Sawtry Huntingdon PE29 5SH
Charity Number	1145956
Trustees	Mrs Julie Howells Mrs Rachel Twine Mrs Joanne Chapman Mrs Ruth Fox <u>Emily Wright</u> <u>Clare Molyneux</u> <u>Zach booth</u>
Governance	The pre-school adopts the Pre-School Learning Alliance Constitution and follows the rules and regulations prescribed by the PLA. Trustees are appointed or re-appointed at the Annual General Meeting in September. All trustees with the exceptions of Mrs Julie Howells and Mrs Ruth Fox, are volunteers and receive no remuneration or other benefits. Mrs Julie Howells is also the Manager of the setting and receives an appropriate salary.

Finance	The main sources of income are a grant from Cambridgeshire County Council for the service provision of childcare and fees from parents using the facility.
---------	------------------------------------------------------------------------------------------------------------------------------------------------------------

AGM TREASURERS NOTES TO SUPPORT REPORT 2024

- Vicky Parkes said it has been a very successful year for our pre-school and we continue to work and plan with healthy bank balances. Annually we submit our accounts to the charities commission. Full details of our annual accounts are available for you to see

AGM MANAGERS REPORT 2024

- It is great to see you all face to face and via zoom to support our wonderful pre-school, this evening we are live and multitasking! As we have celebrated our SEVENTH anniversary in this wonderful building, we often reflect on where we have come from and how we have evolved. So that you can share an understanding of our journey I thought I would give you a little insight into the background of Buttons and Bows.
- Buttons and Bows, a charity, has come a long way in recent years. Established in 1993 it was originally located in the Old School Hall, a shared community building and was a pack away setting (resources and equipment set up each morning and packed away each afternoon). This was not a barrier to myself and my staff who worked tirelessly to receive our first OUTSTANDING OFSTED rating in 2010, we have since received a further three OUTSTANDING ratings, the most recent being in February of 2020, just before the country went into lockdown. And what a couple of years it has been! Our whole lives disrupted and our children's routines and normality turned upside down. I am very proud that we, as a setting continued to open. Throughout the process, which included daily changes in guidance and legislation, and this hasn't changed! I ensured that we followed government guidance fully, adopting policies and creating in depth risk assessments.

- COVID-19 has brought many challenges, not just to our personal lives but to our working lives and continues to do so. But with such a supportive team we are thriving and some good has come out of the pandemic for us in the setting. We initially split the setting in half, running out of the two play rooms, naming them Buttons room and Bows room and this has enhanced our practice a great deal. We continue to work this way, the children are thriving, and the staff are delighted with the new way of working, so this is now our new normal.
- Currently we have 47 children on our register, made up of 25 boys and 22 girls. We have 3 children who we are supporting with additional needs, one who we have raised a EHA for and 2 we are gathering evidence for. We have 5 children with English as an additional language. We have 6 children due to start in January, and 6 due to start after Easter
- There is a great deal of interest in 2 year old spaces, and we have had to limit these due to the adult/child ratio and our policy commitment to offer spaces in accordance with D.O.B. (Eldest prioritise).
- We fundraise locally to provide new resources and equipment for our children, and with 47 children on our register, soon to be increasing to 59, we strive to provide purposeful and challenging learning experiences, which require updating and replenishing resources. We are looking for creative ideas to fundraise virtually, and at our first committee meeting, which will be within a month from today, we will discuss this at more length. Having said that our 'live' Christmas raffle last year was a huge success, and we will do this again this year.
- In March, we resumed our stay and play Saturday morning session which was a huge success, and this is a morning that we will repeat as often as we can. In June we joined the Sawtry carnival.
- Consultations will take place during November, face to face, or if more convenient via telephone at drop off or collection and we have started to talk to parents to arrange this. This Christmas we are holding 'room' parties, as with the amount of children and parents/carers it would be

impossible to fit everyone into one playroom. Save the dates and invites for children and parents will be sent after half term.

- This year we continue to see our demographic changing, along with the needs of children and families. As a setting we continue to work with our families to ensure support and the best early years outcome.
- Last year we completed the 'Millie's Mark award' for paediatric and wellbeing excellence. This is accredited on an annual basis and I am proud to say that we have been accredited once again this year.
- After half term we will be welcoming Natasha back to the team. Natasha moved away with family, and has now returned to Sawtry and we are absolutely delighted to have her back, this will enable us to release further spaces to meet the increasing demand.
- I want to thank my staff... For all of us pulling together, supporting each other and trusting me to make the right decisions and choices, whilst keeping us all safe. We have an incredible team who are all very supportive, determined and motivated which makes us the success which we are today.
- It's such a wonderful pre-school with a fantastic staffing team, lovely parents, brilliant children and I am very proud to manage this setting. Thank you for supporting me in the many changes implemented as we 'grow'.
- And all of you...Your continued support is invaluable in driving our pre-school forward...Thank you...
- **Resignations: Vicky Parkes and Katie Payne.**

- **Committee Stand down/Election of 2024 committee**

<u>Role</u>	<u>Who</u>	<u>Nominated By</u>	<u>2nd</u>
<u>Chair Person</u> <u>DSO</u> <u>(Designated</u> <u>Safeguarding</u> <u>Officer)</u>	<u>Jo Chapman</u>	<u>Julie Howells</u>	<u>Ruth Fox</u>

<u>Treasurer</u>	<u>Emily Wright</u>	<u>Jo Chapman</u>	<u>Clare Molyneux</u>
<u>Secretary</u>	<u>Rachel Twine</u>	<u>Julie Howells</u>	<u>Jo Chapman</u>
<u>Committee Member</u>	<u>Julie Howells</u>	<u>Jo Chapman</u>	<u>Ruth Fox</u>
<u>Committee Member</u>	<u>Ruth Fox</u>	<u>Jo Chapman</u>	<u>Rachel Twine</u>
<u>Committee Member</u>	<u>Clare Molyneux</u>	<u>Julie Howells</u>	<u>Ruth Fox</u>
<u>Committee Member</u>	<u>Natasha Spedding</u>	<u>Rachel twine</u>	<u>Jo Chapman</u>
<u>Committee Member</u>	<u>Zach Booth</u>	<u>Jo Chapman</u>	<u>Julie Howells</u>
<u>Committee Member</u>	<u>Megan Booth</u>	<u>Ruth Fox</u>	<u>Clare Molyneux</u>
<u>Committee Member</u>	<u>Kara Wyatt</u>	<u>Ruth Fox</u>	<u>Rachel Twine</u>



Section A Independent Examiner's Report

Report to the trustees	BUTTONS AND BOWS PLAYGROUP		
On accounts for the year ended	31st August 2025	Charity no (if any)	1145956
	Set out on pages		

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 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: *Lisa Watson* **Date:** 03/10/2025

Name: LISA WATSON

Relevant professional qualification(s) or body (if any): IAB, AAT

Address: 10 PARK ROAD, SAWTRY
HUNTINGDON
PE28 5TA

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).



Receipts and payments accounts

CC16a

For the period
from

01/09/2024

To

31/08/2025

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
FEES	5,649	-	-	5,649	22,757
GRAD INCENTIVE	7,000	-	-	7,000	-
CAMBS CC GRANT	222,931	-	-	222,931	208,070
FUNDRAISING & DONATIONS	758	-	-	758	330
UNIFORM RECEIPTS	183	-	-	183	1,089
MISCELLANEOUS UINCOME	352	-	-	352	841
INTEREST RECEIVED	2,715	-	-	2,715	2,634
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	239,588	-	-	239,588	235,723
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	239,588	-	-	239,588	235,723
A3 Payments					
WAGES & INCENTIVES	156,953	-	-	156,953	138,408
PAYROLL & PENSIONS	14,291	-	-	14,291	10,603
INLAND REVENUE	24,624	-	-	24,624	18,500
RUNNING COST / UTILITIES	7,547	-	-	7,547	8,984
UNIFORM	805	-	-	805	1,025
REFRESHMENTS	3,004	-	-	3,004	2,609
STATIONERY	726	-	-	726	1,311
CHRISTMAS GIFTS / STAFF PARTY	1,026	-	-	1,026	1,391
FUNDRAISING & DONATIONS	-	-	-	-	410
MATERIALS & EQUIPMENT	14,278	-	-	14,278	6,968
TRAINING & DBS CHARGES	1,535	-	-	1,535	283
DAY OUT	1,654	-	-	1,654	797
BANK CHARGES	338	-	-	338	330
	-	-	-	-	-
Sub total	226,781	-	-	226,781	191,618
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	226,781	-	-	226,781	191,618
Net of receipts/(payments)	12,807	-	-	12,807	44,104
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	184,441	-	-	184,441	140,337
Cash funds this year end	197,248	-	-	197,248	184,441

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	NATWEST BUSINESS	29,991	-	-
	SANTANDER BUSINESS	57,462	-	-
	SANTANDER DEPOSIT	109,795	-	-
	Total cash funds	197,248	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval

BUTTONS AND BOWS PRE SCHOOL

England & Wales - Charity number 1145956

Accounts



Buttons and Bows Pre-school
Registered charity number 1145956

TRUSTEES ANNUAL REPORT AUGUST 2024

Charity Name	Buttons and Bows Pre-School
Address	c/o Sawtry Infants School Middlefield Road Sawtry Huntingdon PE29 5SH
Charity Number	1145956
Trustees	Mrs Julie Howells Mrs Rachel Twine Mrs Joanne Chapman Mrs Ruth Fox Mrs Emily Wright Mr Zachary Booth Mrs Clare Molyneux
Governance	<p>The pre-school adopts the Pre-School Learning Alliance Constitution and follows the rules and regulations prescribed by the PLA.</p> <p>Trustees are appointed or re-appointed at the Annual General Meeting in September.</p> <p>All trustees with the exceptions of Mrs Julie Howells and Mrs Ruth Fox, are volunteers and receive no remuneration or other benefits. Mrs Julie Howells is also the Manager of the setting and receives an appropriate salary.</p>

Finance	The main sources of income are a grant from Cambridgeshire County Council for the service provision of childcare and fees from parents using the facility.
---------	------------------------------------------------------------------------------------------------------------------------------------------------------------

AGM TREASURERS NOTES TO SUPPORT REPORT 2024

It has been a very successful year for our pre-school and we continue to work and plan with healthy bank balances.

Although I haven't been into the setting very much I remain in close contact with the management team and am aware that the accounts audit was again good and the accounts are in excellent shape, and double checked by both the manager and deputy in the setting.

Annually we submit our accounts to the charities commission.

Full details of our annual accounts are available for you to see.

AGM MANAGERS REPORT 2024

- It is great to see you all face to face and via zoom to support our wonderful pre-school, this evening we are live and multitasking! As we have celebrated our SEVENTH anniversary in this wonderful building, we often reflect on where we have come from and how we have evolved. So that you can share an understanding of our journey I thought I would give you a little insight into the background of Buttons and Bows.
- Buttons and Bows, a charity, has come a long way in recent years. Established in 1993 it was originally located in the Old School Hall, a shared community building and was a pack away setting (resources and equipment set up each morning and packed away each afternoon). This was not a barrier to myself and my staff who worked tirelessly to receive our first OUTSTANDING OFSTED rating in 2010, we have since received a further three OUTSTANDING ratings, the most recent being in February of 2020, just before the country went into lockdown. And what a couple of years it has been! Our whole lives disrupted and our children's routines and normality turned upside down. I am very proud that we, as a setting continued to open. Throughout the process,

which included daily changes in guidance and legislation, and this hasn't changed! I ensured that we followed government guidance fully, adopting policies and creating in depth risk assessments.

- COVID-19 has brought many challenges, not just to our personal lives but to our working lives and continues to do so. But with such a supportive team we are thriving and some good has come out of the pandemic for us in the setting. We initially split the setting in half, running out of the two play rooms, naming them Buttons room and Bows room and this has enhanced our practice a great deal. We continue to work this way, the children are thriving, and the staff are delighted with the new way of working, so this is now our new normal.
- Currently we have 47 children on our register, made up of 25 boys and 22 girls. We have 3 children who we are supporting with additional needs, one who we have raised a EHA for and 2 we are gathering evidence for. We have 5 children with English as an additional language. We have 6 children due to start in January, and 6 due to start after Easter
- There is a great deal of interest in 2 year old spaces, and we have had to limit these due to the adult/child ratio and our policy commitment to offer spaces in accordance with D.O.B. (Eldest prioritise).
- We fundraise locally to provide new resources and equipment for our children, and with 47 children on our register, soon to be increasing to 59, we strive to provide purposeful and challenging learning experiences, which require updating and replenishing resources. We are looking for creative ideas to fundraise virtually, and at our first committee meeting, which will be within a month from today, we will discuss this at more length. Having said that our 'live' Christmas raffle last year was a huge success, and we will do this again this year.
- In March, we resumed our stay and play Saturday morning session which was a huge success, and this is a morning that we will repeat as often as we can. In June we joined the Sawtry carnival.

- Consultations will take place during November, face to face, or if more convenient via telephone at drop off or collection and we have started to talk to parent's to arrange this. This Christmas we are holding 'room' parties, as with the amount of children and parents/carers it would be impossible to fit everyone into one playroom. Save the dates and invites for children and parents will be sent after half term.
- This year we continue to see our demographic changing, along with the needs of children and families. As a setting we continue to work with our families to ensure support and the best early years outcome.
- Last year we completed the 'Millie's Mark award' for paediatric and wellbeing excellence. This is accredited on an annual basis and I am proud to say that we have been accredited once again this year.
- After half term we will be welcoming Natasha back to the team. Natasha moved away with family, and has now returned to Sawtry and we are absolutely delighted to have her back, this will enable us to release further spaces to meet the increasing demand.
- I want to thank my staff... For all of us pulling together, supporting each other and trusting me to make the right decisions and choices, whilst keeping us all safe. We have an incredible team who are all very supportive, determined and motivated which makes us the success which we are today.
- It's such a wonderful pre-school with a fantastic staffing team, lovely parents, brilliant children and I am very proud to manage this setting. Thank you for supporting me in the many changes implemented as we 'grow'.
- And all of you...Your continued support is invaluable in driving our pre-school forward...Thank you...

- **Committee Stand down/Election of 2024 committee**

<u>Role</u>	<u>Who</u>	<u>Nominated By</u>	<u>2nd</u>
<u>Chair Person</u>	<u>Jo Chapman</u>	<u>Julie Howells</u>	<u>Rachel Twine</u>

<u>DSO (Designated Safeguarding Officer)</u>			
Treasurer	Emily Wright	Jo Chapman	Clare Molyneux
Secretary	Rachel Twine	Julie Howells	Jo Chapman
Committee Member	Julie Howells	Jo Chapman	Ruth Fox
Committee Member	Ruth Fox	Jo Chapman	Rachel Twine
Committee Member	Clare Molyneux	Julie Howells	Ruth Fox
Committee Member	Zach Booth	Jo Chapman	Julie Howells



Receipts and payments accounts

For the period from	01/09/2023	To	31/08/2024
---------------------	------------	----	------------

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
FEES	22,757	-	-	22,757	16,773
CAMBS CC GRANT	208,070	-	-	208,070	155,342
FUNDRAISING & DONATIONS	330	-	-	330	2,794
UNIFORM RECEIPTS	1,089	-	-	1,089	458
MISCELLANEOUS UINCOME	841	-	-	841	72
INTEREST RECEIVED	2,634	-	-	2,634	1,204
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	235,723	-	-	235,723	176,643
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	235,723	-	-	235,723	176,643
A3 Payments					
WAGES & INCENTIVES	138,408	-	-	138,408	130,424
PAYROLL & PENSIONS	10,603	-	-	10,603	7,549
INLAND REVENUE	18,500	-	-	18,500	8,923
RUNNING COST / UTILITIES	8,984	-	-	8,984	6,997
UNIFORM	1,025	-	-	1,025	1,031
FRESHMENTS	2,609	-	-	2,609	2,368
STATIONERY	1,311	-	-	1,311	508
CHRISTMAS GIFTS / STAFF PARTY	1,391	-	-	1,391	772
FUNDRAISING & DONATIONS	410	-	-	410	236
MATERIALS & EQUIPMENT	6,968	-	-	6,968	4,902
TRAINING & DBS CHARGES	283	-	-	283	1,670
DAY OUT	797	-	-	797	1,501
BANK CHARGES	330	-	-	330	330
	-	-	-	-	-
Sub total	191,618	-	-	191,618	167,211
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	191,618	-	-	191,618	167,211
Net of receipts/(payments)	44,104	-	-	44,104	9,432
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	140,337	-	-	140,337	130,905
Cash funds this year end	184,441	-	-	184,441	140,337

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	NATWEST BUSINESS	22,783	-	-
	SANTANDER BUSINESS	74,578	-	-
	SANTANDER DEPOSIT	87,080	-	-
	Total cash funds	184,441	-	-
(agree balances with receipts and payments account(s))		OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
BUTTONS AND BOWS PLAYGROUP

**On accounts for the year
ended**

31ST AUGUST 2024

**Charity no
(if any)**

1145956

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 / 2024**.

**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").

**Independent
examiner's statement**

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.

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:

01/10/2024

Name:

LISA WATSON

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

IAB, AAT

Address:

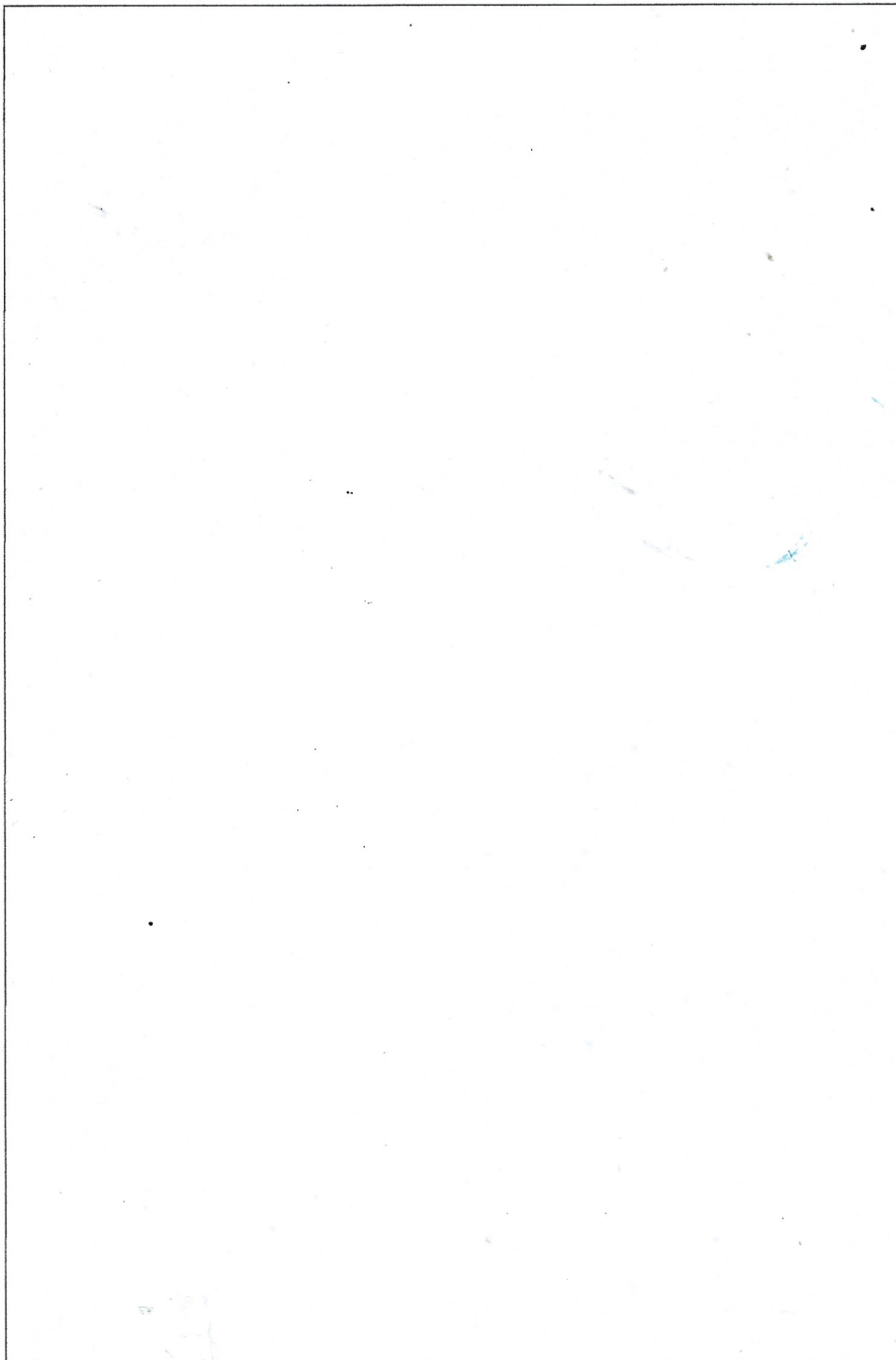
10 PARK ROAD

SAWTRY

PE285TA

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.



BUTTONS AND BOWS PRE SCHOOL

England & Wales - Charity number 1145956

Accounts



Buttons and Bows Pre-school

Registered charity number 1145956

TRUSTEES ANNUAL REPORT AUGUST 2023

Charity Name	Buttons and Bows Pre-School
Address	c/o Sawtry Infants School Middlefield Road Sawtry Huntingdon PE29 5SH
Charity Number	1145956
Trustees	Mrs Julie Howells Mrs Rachel Twine Mrs Joanne Chapman Mrs Ruth Fox Mrs Vicky Parkes
Governance	<p>The pre-school adopts the Pre-School Learning Alliance Constitution and follows the rules and regulations prescribed by the PLA.</p> <p>Trustees are appointed or re-appointed at the Annual General Meeting in September.</p> <p>All trustees with the exceptions of Mrs Julie Howells and Mrs Ruth Fox, are volunteers and receive no remuneration or other benefits. Mrs Julie Howells is also the Manager of the setting and receives an appropriate salary.</p>

Finance	The main sources of income are a grant from Cambridgeshire County Council for the service provision of childcare and fees from parents using the facility.
---------	------------------------------------------------------------------------------------------------------------------------------------------------------------

AGM TREASURERS NOTES TO SUPPORT REPORT 2023

It has been a very successful year for our pre-school and we continue to work and plan with healthy bank balances.

Although I haven't been into the setting very much I remain in close contact with the management team and am aware that the accounts audit was again good and the accounts are in excellent shape, and double checked by both the manager and deputy in the setting.

Annually we submit our accounts to the charities commission.

Full details of our annual accounts are available for you to see.

AGM MANAGERS REPORT 2023

- It is great to see you all face to face and via zoom to support our wonderful pre-school, this evening we are live and multitasking! As we have celebrated our SIXTH anniversary in this wonderful building, we often reflect on where we have come from and how we have evolved. So that you can share an understanding of our journey I thought I would give you a little insight into the background of Buttons and Bows.
- Buttons and Bows, a charity, has come a long way in recent years. Established in 1993 it was originally located in the Old School Hall, a shared community building and was a pack away setting (resources and equipment set up each morning and packed away each afternoon). This was not a barrier to myself and my staff who worked tirelessly to receive our first OUTSTANDING OFSTED rating in 2010, we have since received a further three OUTSTANDING ratings, the most recent being in February of 2020, just before the country went into lockdown. And what a couple of years it has been! Our whole lives disrupted and our children's routines and normality turned upside down. I am very proud that we, as a setting continued to open. Throughout the process, which included daily changes in guidance and legislation, and this hasn't

changed! I ensured that we followed government guidance fully, adopting policies and creating in depth risk assessments.

- COVID-19 has brought many challenges, not just to our personal lives but to our working lives and continues to do so. But with such a supportive team we are thriving and some good has come out of the pandemic for us in the setting. We initially split the setting in half, running out of the two play rooms, naming them Buttons room and Bows room and this has enhanced our practice a great deal. We continue to work this way, the children are thriving, and the staff are delighted with the new way of working, so this is now our new normal.
- Currently we have 47 children on our register, made up of 25 boys and 22 girls. We have 1 child with additional needs, who we have been successful in securing a Education health Care Plan for. We have 3 children with English as an additional language. We have 15 children due to start in January.
- There is a great deal of interest in 2 year old spaces, and we have had to limit these due to the adult/child ratio and our policy commitment to offer spaces in accordance with D.O.B. (Eldest prioritise).
- We fundraise locally to provide new resources and equipment for our children, and with 47 children on our register, soon to be increasing to 62, we strive to provide purposeful and challenging learning experiences, which require updating and replenishing resources. We are looking for creative ideas to fundraise virtually, and at our first committee meeting, which will be within a month from today, we will discuss this at more length. Having said that our 'live' Christmas raffle last year was a huge success, and we will do this again this year.
- In March, we resumed our stay and play Saturday morning session which was a huge success, and this is a morning that we will repeat as often as we can. In June we joined the Sawtry carnival, and won best dressed group!
- Consultations will take place during November, face to face, or if more convenient via telephone at drop off or collection and we have started to talk to parent's to arrange this. This Christmas we are holding 'room' parties, as with the amount of children and parents/carers it would be

impossible to fit everyone into one playroom. Save the dates and invites for children and parents will be sent after half term.

- In May all, over a weekend period, all staff attended and completed their 12 hour paediatric first aid. This then enabled us to complete a focussed project 'Millies mark' and we were awarded the certificate for excellence in children's first aid and well being in August.
- This year we have seen changes to the staffing team with our deputy manager Linda and another longstanding member of staff Natasha move on to pastures new. The very best of luck to them both. We appointed Catherine Coxedge as deputy, and she has embraced her role, and is doing a very good job indeed! We also appointed Terri-Ann who demonstrates great knowledge and motivation in her role as practitioner.
- I want to thank my staff... For all of us pulling together, supporting each other and trusting me to make the right decisions and choices, whilst keeping us all safe. We have an incredible team who are all very supportive, determined and motivated which makes us the success which we are today.
- It's such a wonderful pre-school with a fantastic staffing team, lovely parents, brilliant children and I am very proud to manage this setting. Thank you for supporting me in the many changes implemented as we 'grow'.
- And all of you...Your continued support is invaluable in driving our pre-school forward...Thank you...
- **Resignations: Elizabeth Webb**
 - **Committee Stand down/Election of 2023 committee**

<u>Role</u>	<u>Who</u>	<u>Nominated By</u>	<u>2nd</u>
<u>Chair Person</u> <u>DSO (Designated</u> <u>Safeguarding</u> <u>Officer)</u>	<u>Jo Chapman</u>	<u>Julie Howells</u>	<u>Rachel Twine</u>
<u>Treasurer</u>	<u>Vicky Parkes</u>	<u>Jo Chapman</u>	<u>Julie Howells</u>
<u>Secretary and</u>	<u>Rachel Twine</u>	<u>Julie Howells</u>	<u>Vicky Parkes</u>

<u>Committee Member</u>	<u>Julie Howells</u>	<u>Jo Chapman</u>	<u>Ruth Fox</u>
<u>Committee Member</u>	<u>Ruth Fox</u>	<u>Jo Chapman</u>	<u>Rachel Twine</u>
<u>Committee Member</u>	<u>Katie Payne</u>	<u>Rachel Twine</u>	<u>Jo Chapman</u>
<u>Committee Member</u>	<u>Emily Wright</u>	<u>Jo Chapman</u>	<u>Julie Howells</u>
<u>Committee Member</u>	<u>Clare Molyneux</u>	<u>Julie Howells</u>	<u>Ruth Fox</u>
<u>Committee Member</u>	<u>Natasha Spedding</u>	<u>Rachel twine</u>	<u>Jo Chapman</u>
<u>Committee Member</u>	<u>Emma Richards</u>	<u>Ruth Fox</u>	<u>Julie Howells</u>
<u>Committee Member</u>	<u>Zach Booth</u>	<u>Jo Chapman</u>	<u>Julie Howells</u>



Receipts and payments accounts

CC16a

For the period from	01/09/2022	To	31/08/2023
---------------------	------------	----	------------

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Fees	16,773	-	-	16,773	15,924
Cambus CC Grant	155,342	-	-	155,342	151,001
Fundraising & Donations	2,794	-	-	2,794	2,852
Uniform receipts	458	-	-	458	1,064
Miscellaneous income	72	-	-	72	485
Interest received	1,204	-	-	1,204	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	176,643	-	-	176,643	171,326
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	176,643	-	-	176,643	171,326
A3 Payments					
Wages & Incentives	130,424	-	-	130,424	119,993
Payroll and Pensions	7,549	-	-	7,549	6,813
Inland Revenue	8,923	-	-	8,923	10,993
Running Costs / utilities	6,997	-	-	6,997	7,977
Uniform	1,031	-	-	1,031	461
Fee refunds	-	-	-	-	46
Refreshments	2,368	-	-	2,368	1,559
Stationery	508	-	-	508	280
Christmas Gifts / Staff Party	772	-	-	772	1,359
Fundraising & Donations	236	-	-	236	619
Materials & Equipment	4,902	-	-	4,902	10,036
Training and DBS charges	1,670	-	-	1,670	490
IT & software	-	-	-	-	-
Day out	1,501	-	-	1,501	687
Bank charges	330	-	-	330	330
	-	-	-	-	-
	-	-	-	-	-
Sub total	167,211	-	-	167,211	161,643
A4 Asset and investment purchases, (see table)					
Computer equipment	-	-	-	-	1,973
	-	-	-	-	-
Sub total	-	-	-	-	1,973
Total payments	167,211	-	-	167,211	163,616
Net of receipts/(payments)	9,432	-	-	9,432	7,710
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	130,905	-	-	130,905	123,195
Cash funds this year end	140,337	-	-	140,337	130,905

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	NATWEST BUSINESS	22,831	-	22,544
	SANTANDER BUSINESS	42,792	-	34,913
	SANTANDER DEPOSIT	74,446	-	73,276
	CASH	268	-	172
	Total cash funds	140,337	-	130,905
	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval



Section A

Independent Examiner's Report

Report to the trustees

Charity Name
BUTTONS AND BOWS PLAYGROUP

On accounts for the year ended

31ST AUGUST 2023

Charity no (if any)

1145956

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'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:

Date: 05/10/2023

Name: LISA WATSON

Relevant professional qualification(s) or body

IAB, AAT

(if any):

Address:

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.

BUTTONS AND BOWS PRE SCHOOL

England & Wales - Charity number 1145956

Accounts



Registered charity number 1145956

We play, we share, we learn, we care

TRUSTEES ANNUAL REPORT AUGUST 2022

Charity Name	Buttons and Bows Pre-School
Address	c/o Sawtry Infants School Middlefield Road Sawtry Huntingdon PE29 5SH
Charity Number	1145956
Trustees	Mrs Julie Howells Mrs Rachel Twine Mrs Joanne Chapman Mrs Ruth Fox Mrs Vicky Parkes
Governance	<p>The pre-school adopts the Pre-School Learning Alliance Constitution and follows the rules and regulations prescribed by the PLA.</p> <p>Trustees are appointed or re-appointed at the Annual General Meeting in September.</p> <p>All trustees with the exceptions of Mrs Julie Howells and Mrs Ruth Fox, are volunteers and receive no remuneration or other benefits. Mrs Julie Howells is also the Manager of the setting and receives an appropriate salary.</p>

Finance	The main sources of income are a grant from Cambridgeshire County Council for the service provision of childcare and fees from parents using the facility.
---------	------------------------------------------------------------------------------------------------------------------------------------------------------------

AGM TREASURERS NOTES TO SUPPORT REPORT 2022

It has been a very successful year for our pre-school and we continue to work and plan with healthy bank balances.

As I am now working full time, it is not as easy to visit the setting, however I have been able to keep in close contact virtually and am happy that the accounts are in excellent shape, and double checked by both the manager and deputy in the setting.

Annually we submit our accounts to the charities commission.

Full details of our annual accounts are available for you to see.

AGM MANAGERS REPORT 2022

Hello everyone and thank you for attending a 'different AGM' tonight...

- It is great to see you all on zoom to support our wonderful pre-school. As we have celebrated our FIFTH anniversary in this wonderful building, we often reflect on where we have come from and how we have evolved. So that you can share an understanding of our journey I thought I would give you a little insight into the background of Buttons and Bows.
- Buttons and Bows, a charity, has come a long way in recent years. Established in 1994 it was originally located in the Old School Hall, a shared community building and was a pack away setting (resources and equipment set up each morning and packed away each afternoon). This was not a barrier to myself and my staff who worked tirelessly to receive our first OUTSTANDING OFSTED rating in 2010, we have since received a further three OUTSTANDING ratings, the most recent being in February of 2020, just before the country went into lockdown. And what a couple of years it has been! Our whole lives disrupted and our children's routines and normality turned upside down. I am very

proud that we, as a setting continued to open. Throughout the process, which included daily changes in guidance and legislation, and this hasn't changed! I ensured that we followed government guidance fully, adopting policies and creating in depth risk assessments.

- COVID-19 has brought many challenges, not just to our personal lives but to our working lives and continues to do so. But with such a supportive team we are thriving and some good has come out of the pandemic for us in the setting. We initially split the setting in half, running out of the two play rooms, naming them Buttons room and Bows room and this has enhanced our practice a great deal. We continue to work this way, the children are thriving and the staff are delighted with the new way of working, so this is now our new normal.
- Currently we have 43 children on our register, made up of 20 boys and 23 girls. We have 2 children with additional needs, both of whom have Education health Care Plans in the process of application. We have 1 child with English as an additional language. We have 18 children due to start in January, a large proportion of whom are 2 years old, so it's going to be very busy!
- We fundraise locally to provide new resources and equipment for our children, and with 43 children on our register, soon to be increasing to 61, we strive to provide purposeful and challenging learning experiences, which require updating and replenishing resources. We are looking for creative ideas to fundraise virtually, and at our first committee meeting, which will be within a month from today, we will discuss this at more length. Having said that our 'live' Christmas raffle last year was a huge success and we will do this again this year.
- As our lives have returned to a more normal, we have started to, and will continue to offer a wide range of access for all of our users, continuing with our weekend 'open sessions' which are very popular and well attended. We joined the Sawtry carnival, and won best dressed group!
- Consultations will take place during November, face to face, or if more convenient via telephone at drop off or collection and we have started to talk to parent's to arrange this. This Christmas we are holding 'room' parties, as with the amount of children and parents/carers it would be

impossible to fit everyone into one playroom. Save the dates and invites for children and parents have been sent.

- I want to thank my staff... For all of us pulling together, supporting each other and trusting me to make the right decisions and choices, whilst keeping us all safe. We have an incredible team who are all very supportive, determined and motivated which makes us the success which we are today.
- It's such a wonderful pre-school with a fantastic staffing team, lovely parents, brilliant children and I am very proud to manage this setting. Thank you for supporting me in the many changes implemented as we 'grow'.
- And all of you...Your continued support is invaluable in driving our pre-school forward...Thank you...

Resignations: Heather Wyllie, Matt Hawksley, Thalia Hawksley
Committee Stand down/Election of 2022 committee

<u>Role</u>	<u>Who</u>	<u>Nominated By</u>	<u>2nd</u>
<u>Chair Person</u> <u>DSO (Designated</u> <u>Safeguarding</u> <u>Officer)</u>	<u>Jo Chapman</u>	<u>Julie Howells</u>	<u>Ruth Fox</u>
<u>Treasurer</u>	<u>Vicky Parkes</u>	<u>Jo Chapman</u>	<u>Julie Howells</u>
<u>Secretary and</u> <u>Committee</u> <u>Member</u>	<u>Rachel Twine</u> <u>Julie Howells</u>	<u>Julie Howells</u> <u>Jo Chapman</u>	<u>Vicky Parkes</u> <u>Ruth Fox</u>
<u>Committee</u> <u>Member</u>	<u>Ruth Fox</u>	<u>Jo Chapman</u>	<u>Rachel Twine</u>
<u>Committee</u> <u>Member</u>	<u>Katie Payne</u>	<u>Rachel Twine</u>	<u>Jo Chapman</u>
<u>Committee</u> <u>Member</u>	<u>Emily Wright</u>	<u>Jo Chapman</u>	<u>Julie Howells</u>
<u>Committee</u> <u>Member</u>	<u>Daniel Phelps</u>	<u>Rachel Twine</u>	<u>Ruth Fox</u>

<u>Committee Member</u>	<u>Katie Fairburn</u>	<u>Julie Howells</u>	<u>Rachel Twine</u>



Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	01/09/2021		30/09/2021

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Fees	15,924	-	-	15,924	14,923
Camb's CC Grant	151,001	-	-	151,001	141,323
Fundraising & Donations	2,852	-	-	2,852	443
Uniform receipts	1,064	-	-	1,064	175
Miscellaneous income	485	-	-	485	60
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	171,325	-	-	171,325	156,924
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	171,325	-	-	171,325	156,924
A3 Payments					
Wages & Incentives	119,992	-	-	119,992	110,738
Payroll and Pensions	6,812	-	-	6,812	5,493
Inland Revenue	10,993	-	-	10,993	8,408
Running Costs / utilities	7,977	-	-	7,977	7,486
Uniform	461	-	-	461	-
Fee refunds	46	-	-	46	214
Refreshment	1,559	-	-	1,559	1,194
Stationery	280	-	-	280	328
Christmas Gifts / Staff Party	1,359	-	-	1,359	2,049
Fundraising & Donations	619	-	-	619	21
Materials & Equipment	10,036	-	-	10,036	8,233
Training and DBS charges	490	-	-	490	2,060
IT & software	-	-	-	-	157
Day out	687	-	-	687	-
Bank charges	330	-	-	330	330
	-	-	-	-	-
Sub total	161,641	-	-	161,641	146,712
A4 Asset and investment purchases, (see table)					
Computer equipment	1,973	-	-	1,973	290
Cycle	-	-	-	-	2,355
Cleaning equipment	-	-	-	-	349
Shed	-	-	-	-	3,000
Sub total	1,973	-	-	1,973	5,994
Total payments	163,614	-	-	163,614	152,706
Net of receipts/(payments)	7,710	-	-	7,710	4,218
A5 Transfers between funds					
A6 Cash funds last year end	123,195	-	-	123,195	-
Cash funds this year end	130,905	-	-	130,905	4,218

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	NATWEST BUSINESS	22,544	-	-
	SANTANDER BUSINESS	34,913	-	-
	CASH	172	-	-
	SANTANDER DEPOSIT	73,276	-	-
	Total cash funds	130,905	-	-

(agree balances with receipts and payments account(s))

OK

OK

OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	COMPUTER EQUIPMENT	UNRESTRICTED	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
BUTTONS AND BOWS

**On accounts for the year
ended**

31ST AUGUST 2022

**Charity no
(if any)**

1145956

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 / 2022**.

**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").

**Independent
examiner's statement**

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.

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:

- 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.

Signed:

L. Watson

Date:

16/10/2022

Name:

LISA WATSON

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

IAB
AAT

Address:

10 PARK ROAD

SAWTRY

HUNTINGDON, PE285TA

Section B

Disclosure

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.

A large, empty rectangular box with a thin black border, occupying the central portion of the page. It is intended for the user to provide details as requested in the text above.

BUTTONS AND BOWS PRE SCHOOL

England & Wales - Charity number 1145956

Accounts



Registered charity number 1145956
We play, we share, we learn, we care

TRUSTEES ANNUAL REPORT AUGUST 2021

Charity Name	Buttons and Bows Pre-School
Address	c/o Sawtry Infants School Middlefield Road Sawtry Huntingdon PE29 5SH
Charity Number	1145956
Trustees	Mrs Julie Howells Mrs Rachel Twine Mrs Joanne Chapman Mrs Ruth Fox Mrs Vicky Parkes Miss Heather Wyllie
Governance	<p>The pre-school adopts the Pre-School Learning Alliance Constitution and follows the rules and regulations prescribed by the PLA.</p> <p>Trustees are appointed or re-appointed at the Annual General Meeting in September.</p> <p>All trustees with the exceptions of Mrs Julie Howells and Mrs Ruth Fox, are volunteers and receive no remuneration or other benefits. Mrs Julie Howells is also the Manager of the setting and receives an appropriate salary.</p>

Finance	The main sources of income are a grant from Cambridgeshire County Council for the service provision of childcare and fees from parents using the facility.
---------	------------------------------------------------------------------------------------------------------------------------------------------------------------

AGM TREASURERS NOTES TO SUPPORT REPORT 2021

I am pleased to report that it has been another successful year for our pre-school and we continue to work and plan with healthy bank balances.

Again it has been difficult to visit the pre-school regularly this year due to the pandemic however I have been able to keep in close contact virtually and am happy that the accounts are in excellent shape, and double checked by both the manager and deputy in the setting.

Annually we submit our accounts to the charities commission.

Full details of our annual accounts are available for you to see.

AGM MANAGERS REPORT 2021

Hello everyone and thank you for attending a 'different AGM' tonight...

- It is great to see you all on zoom to support our wonderful pre-school. As we have celebrated our fourth anniversary in this wonderful building, we often reflect on where we have come from and how we have evolved. So that you can share an understanding of our journey I thought I would give you a little insight into the background of Buttons and Bows.
- Buttons and Bows, a charity, has come a long way in recent years. Established in 1994 it was originally located in the Old School Hall, a shared community building and was a pack away setting (resources and equipment set up each morning and packed away each afternoon). This was not a barrier to myself and my staff who worked tirelessly to receive our first OUTSTANDING OFSTED rating in 2010, we have since received a further three OUTSTANDING ratings, the most recent being in February of last year, just before the country went into lockdown. And what an 18 months it has been! Our whole lives disrupted and our children's routines and normality turned upside down. I am very proud that we, as a setting continued to open. Throughout the process, which included daily changes in guidance and legislation, and this hasn't

changed! I ensured that we followed government guidance fully, adopting policies and creating in depth risk assessments. Currently due to high COVID rates in Cambridgeshire we are following our breakout policy, which means tighter restriction, and us, as a staffing team being hyper aware of our children's wellbeing. Parent's/carer's have been fully informed of this.

- COVID-19 has bought many challenges, not just to our personal lives but to our working lives and continues to do so. But with such a supportive team we are thriving and some good has come out of the pandemic for us in the setting. We initially split the setting in half, running out of the two play rooms, naming them Buttons room and Bows room and this has enhanced our practice a great deal. We continue to work this way, the children are thriving and the staff are delighted with the new way of working, so this is now our new normal.
- Currently we have 41 children on our register, made up of 19 boys and 22 girls. We have 4 children with additional needs, these are largely speech and language, one of whom a E.H.A referral has been made, and another we are gathering evidence to make. We have 3 children with English as an additional language.
- We fundraise locally to provide new resources and equipment for our children, and with 41 children on our register, which is ever increasing with our village population growing, we strive to provide purposeful and challenging learning experiences, which require updating and replenishing resources. We are looking for creative ideas to fundraise virtually, and at our first committee meeting, which will be within a month from today, we will discuss this at more length. Having said that our 'live' Christmas raffle last year was a huge success and we will do this again this year.
- Looking back on the past 18 months up until March 2020, we offered a wide range of access for all of our users, continuing with our weekend 'open sessions' which are very popular and well attended. We joined the annual remembrance day parade, the carnival and sports 4 all, and hope to be able to resume this when restrictions allow. Consultations will take place during November, via telephone or outside in the garden at drop off or collection and we have started to talk to parent's to arrange this.

This Christmas, to reduce numbers we are holding separate Christmas parties for each room, unfortunately, as it stands and in line with our breakout policy, parent's will not be able to attend, which is such a shame. We will put lots of video's on Dojo!

- I want to thank my staff... For all of us pulling together, supporting each other and trusting me to make the right decisions and choices, whilst keeping us all safe. We have an incredible team who are all very supportive, determined and motivated which makes us the success which we are today.
- It's such a wonderful pre-school with a fantastic staffing team, lovely parents, brilliant children and I am very proud to manage this setting. Thank you for supporting me in the many changes implemented as we 'grow'.
- And all of you...Your continued support is invaluable in driving our pre-school forward... Thank you...

Resignations:

Committee Stand down/Election of 2019 committee

<u>Role</u>	<u>Who</u>	<u>Nominated By</u>	<u>2nd</u>
<u>Chair Person</u>	<u>Jo Chapman</u>	<u>Julie Howells</u>	<u>Rachel Twine</u>
<u>Treasurer</u>	<u>Vicky Parkes</u>	<u>Jo Chapman</u>	<u>Julie Howells</u>
<u>Secretary and DSO (Designated Safeguarding Officer)</u>	<u>Heather Wyllie</u>	<u>Rachel Twine</u>	<u>Ruth Fox</u>
<u>Committee Member</u>	<u>Julie Howells</u>	<u>Jo Chapman</u>	<u>Ruth Fox</u>
<u>Committee Member</u>	<u>Rachel Twine</u>	<u>Ruth Fox</u>	<u>Jo Chapman</u>
<u>Committee Member</u>	<u>Ruth Fox</u>	<u>Jo Chapman</u>	<u>Rachel Twine</u>
<u>Committee Member</u>	<u>Matt Hawksley</u>	<u>Rachel Twine</u>	<u>Jo Chapman</u>

<u>Committee Member</u>	<u>Thalia Hawksley</u>	<u>Jo Chapman</u>	<u>Ruth Fox</u>
<u>Committee Member</u>	<u>Terri-Ann O'Rourke</u>	<u>Julie Howells</u>	<u>Jo Chapman</u>



Receipts and payments accounts

For the period from	01/09/2020	To	31/08/2021
---------------------	------------	----	------------

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
FEES	14,923	-	-	14,923	18,320
CAMBS CC GRANT	141,323	-	-	141,323	148,409
FUND RAISING / DONATIONS	443	-	-	443	85
UNIFORM INCOME	175	-	-	175	-
TRAINING SUPPORT/INCENTIVES	-	-	-	-	-
MISC INCOME DEPOSITS AC	-	-	-	-	10,000
MISC INCOME	60	-	-	60	-
Sub total (Gross income for AR)	156,924	-	-	156,924	176,814
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	156,924	-	-	156,924	176,814
A3 Payments					
WAGES & INCENTIVES	110,738	-	-	110,738	98,176
PAYROLL & PENSION	5,493	-	-	5,493	4,723
INLAND REVENUE	8,408	-	-	8,408	11,465
RUNNING COSTS/UTILITIES	7,486	-	-	7,486	7,817
UNIFORM	-	-	-	-	335
BOOKS/TOYS/DVDS	-	-	-	-	1,845
REFRESHMENTS	1,194	-	-	1,194	928
STATIONERY	328	-	-	328	399
CHRISTMAS PARTY/ GIFTS	2,049	-	-	2,049	1,054
FUND RAISING / DONATIONS	21	-	-	21	92
MATERIALS/EQUIPMENT	8,233	-	-	8,233	6,040
TRAINING	2,060	-	-	2,060	3,779
IT SOFTWARE	157	-	-	157	-
REFUNDED FEES	214	-	-	214	-
DAYS OUT	-	-	-	-	17
BANK CHARGES	330	-	-	330	330
Sub total	146,712	-	-	146,712	137,000
A4 Asset and investment purchases, (see table)					
COMPUTER EQUIPMENT	290	-	-	290	114
CYCLE	2,355	-	-	2,355	-
CLEANING EQUIPMENT	349	-	-	349	-
SHED	3,000	-	-	3,000	-
Sub total	5,994	-	-	5,994	114
Total payments	152,706	-	-	152,706	137,114
Net of receipts/(payments)	4,218	-	-	4,218	39,700
A5 Transfers between funds	-	-	-	-	30,000
A6 Cash funds last year end	118,977	-	-	118,977	-
Cash funds this year end	123,195	-	-	123,195	69,700

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	NATWEST BUSINESS	21,839	-	-
	SANTANDER BUSINESS	28,080	-	-
	SANTANDER DEPOSIT	73,276	-	-
	Total cash funds	123,195	-	-

(agree balances with receipts and payments account(s))

OK OK OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	COMPUTER EQUIPMENT	UNRESTRICTED	-	-
	CYCLE	UNRESTRICTED	-	-
	CLEANING EQUIPMENT	UNRESTRICTED	-	-
	SHED	UNRESTRICTED	-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval



Report to the trustees/
members of

BUTTONS AND BOWS

On accounts for the year
ended

31ST AUGUST 2021

Charity no
(if any)

1145956

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 08 / 2021.

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:

Lisa Watson

Date:

14/10/2021

Name:

LISA WATSON

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

IAB
AAT
ACCA

Address:

10 PARK ROAD

SAWTRY

CAMBS, PE285TA

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.

[Empty box for disclosure details]