

BUSYDAYS,  
QUEENS PARK HUB,  
SOUTH PARK,  
LINCOLN.  
LN5 8EW.

6/10/22

BUSYDAYS DAYCARE.CHARITY No. 1158531.ANNUAL REPORT TO TRUSTEES.

Busydays:

In attendance 30 individuals over the week. 9 staff.1 Fulltime.5 daysx6hours 15 per day.

The remainder of staff part time. Day service manager Stephanie and day support workers.

Everything is back to precovid now.Over the last year covid testing has been vital and necessary 3 ties per week for most staff.Gradually this has reduced and the testing will stop completely early 2023.

*The constant supply of PPE has been costly but at last it is not so necessary.*

*We will continue to check in and temperature check on arrival ,for a while longer as some good practices have been adopted.*

*Facemasks when people are unwell,gloves,handwashing,gels will generally help to reduce infections.The air cleaning units too will help in hayfever season by reducing pollen in the room.*

*The carehome we supported precovid didn't return-5 individuals attended from there.Families wouldnt contribute therefore Tamar had to withdraw them totally.*

*Drama continues regularly as Jo returned from covid/maternity for regular work.She is paid cash by prearrangement each time she attends/teaches a session.*

*She arranged for the Wednesday group to perform at Butlins ice conference(inclusive conference east midlands)in September. They had a wonderful day.They gave their demonsration,then joined in a pop up class organised by Jo with others attending the conference.They then used the trip to visit the beach,arcades and slot machines before having tea fish/chips and returning to lincoln on the coach we hired for the day.This made best use of the money paid for the coach.*

*Transport remains one of our most costly expenses and is needed for all trips.John a senior member of staff /trustee will always transport and for that I am most grateful.*

*The Thursday group attended the Lincolnshire Show.*

*A trip to Mablethorpe.*

*A trip to Hubbards Hills.Also the Lincoln Castle,Collection,Museums,Art galleries and picnics in local parks.*

*Trips at Christmas last year were still quite restricted due to Covid.We did manage a socially distanced performance at the theatre and a christmas meal with santa at "The Oaks".*

*In house entertainment and catering was used for Xmas lunch.Due to the catering staff being off sick during the last week(covid) – Pat and Steph shopped and cooked the xmas lunches for each days groups.*

*Over the last year unfortunately there has been a lot of major staff illnesses.This resulted in us losing 4 members of staff in quick succession.2 longterm members.Some of this may have been agitated by the extreme conditions that we had to work through during the last 2 years.*

*This resulted in major health scare for NG who cut his hours,1 day, and returned to Ancasterplus his wife WG who also had illhealth and decided to take early retirement from dayservices,2 days.*

*At the same time our youngest member of staff who was the apprentice had passed her qualification and moved on ,out of day services into a different field.*

*Another parttime member of staff gave up her day to spend more time with her family until she retires fully from Ancaster.*

*Huge changes in staffing but they have all been replaced by either new staff ,just completing her first week, or remaining staff extending their hours.We wish them all good luck in their chosen professions.But especially Nigel and Wendy Gladding who were a great support through the years with fundraising events too.*

*The current staff continue to do extra curricular training via Flexabee .Unfortunately due to lack of transport,family commitments and my own ill health the external fundraising has had to take more of a “backseat “ we were lucky enough to become the main recipient of funds from “The Oaks”craft and makers market in September.Raising £400 for Busydays.We ran our own stalls to selling sweets and gift packing.Raffle and Teddy Tombola.Altogether raising £363 .This will help greatly with Christmas events and presents.*

*We hope to run a Christmas Fair at the Hub alongside other tenants.*

*Several bids have been made to funding pots unsuccessfully.We were successful in securing funding for 6 months yoga/dance,to improve mental health of the clients, from Lincoln Lottery.That is very welcome-Thanks to Lincoln City Lottery.*

*We continue to benefit from and receive food donations from Tesco in conjunction with Fareshare. These are used within Busydays for cooking,birthdays,parties or if we cannot use then passed on to those who can .This is very useful and saves us a lot of money.*

*A generous donation of £246 has been received from Emma Johnson from the sale of her chickens eggs.She is related to one of our members (Meg) and helps us. Again this will help with the pending Halloween party and Christmas.*

*We can no longer hold the Tuesday night club as the Hub rents the space to a youth club now however due to peoples changes in circumstances we would not have the staff to man a club safely.However we hope to run seasonal parties and staff will be paid TOIL if they attend.*

*We have had a new student commence placement with us from University of Lincoln,Masters student.(Jumoke)She seems very good and is settling down well.She is with us until 22<sup>nd</sup> December 2022.*

*A new trustee Lorena Hall has come forward .She was voted in. She has a wealth of experience in Learning Disability both practically as a caring Mum and formally through job experience and education.Lorena has been a friend and teacher(art)of Busydays for many years.*

*We have always been a little bit “hand to mouth” With the extra regular people attending Busydays is currently making the finances work especially with the fundraising.*

*There will have to be a daily price increase from April 2023 as the minimum wage increases.To counterbalance this and other rising bills. This will be £52.50 per day.*

*As always this will ensure all activities remain free to the members.*

*Thank you.*

*Pat Andrewartha.*

Busydays Daycare (Charity No. 1158531 - registered 11th September 2014)

Statement of Assets and Liabilities as at 23rd October 2022

Cash at bank	23,090
Repayable to Mrs P Andrewartha for money invested	(16,714)
<u>Net assets</u>	<u>6,376</u>

I hereby confirm that the attached Receipts and Payments Account and the above Statement of Assets and Liabilities have been prepared in accordance with information and explanations given to Fawcett and Co by myself, and show a true and fair view of the activities of the organisation for the year ended 23rd October 2022.

I confirm that I have made available to Fawcett and Co all documents relevant to their preparation.

Signed  .....

22/08/2023  
Date .....

Mrs. P. Andrewartha - Trustee

Busydays Daycare (Charity No. 1158531 - registered 11th September 2014)

Receipts and Payments Account for the year ended 23rd October 2022

Receipts

Turnover	130,611	
Donations Received	816	
Grants Received	0	
Sundry income	0	
	<hr/>	131,427

Payments

Activity Items	8,756	
Food and Drink	2,794	
Rent and Room Hire	11,772	
Insurance and professional fees	3,456	
Wages	89,482	
Pension costs	397	
Repairs and Clothing	2,181	
Office Expenses and Advertising	986	
Subscriptions	914	
Training and Sundry Costs	2,616	
Accountancy fees	2,497	
	<hr/>	125,851

<u>Excess of receipts over payments</u>	<hr/>	<hr/> 5,576
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## **Independent examiner's report to the trustees of Busydays Daycare**

We report on the accounts of the trust for the year ended 23<sup>rd</sup> October 2022, which comprise the Receipts and Payments Account and the Statement of Assets and Liabilities.

### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under Section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is our responsibility to :

- Examine the accounts under section 145 of the 2011 Act,
- Follow the procedures laid down in the general directions given by the commission under section 145 (5) (b) of the 2011 Act,
- To state whether particular matters have come to our attention.

### **Basis of independent examiner's report**

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

### **Independent examiner's statement**

In connection with our examination, no matter has come to our attention :

1. which gives us reasonable cause to believe that in any material respect the requirements :
  - a. to keep accounting records in accordance with section 130 of the 2011 Act, and
  - b. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act,

have not been met, or

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

*Fawcett & Co*

Fawcett & Co (Jan 23, 2024 15:31 GMT)

Fawcett & Co (Accountants) Limited  
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Dated 22/08/2023