



## Trustees' Annual Report for the period

Period start date			Period end date		
Day	Month	Year	Day	Month	Year
01	09	2023	To 31	08	2024

01

### Section A

### Reference and administration details

Charity name

Busy Bods at Ysgol Bodfari

Other names charity is known by

Registered charity number (if any)

1169874

Charity's principal address

Ysgol Bodfari

Bodfari

Denbighshire

Postcode

LL16 4DA

### Names of the 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)
1	Jen Williams	Chair		
2	Sue Dick	Responsible Individual		
3	Anne Haydock	Secretary		
4	Helen Roberts	Treasurer		
5	Amy Threlfall		18.1.24 – 31.8.24	
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12				
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14				
15				
16				
17				
18				
19				
20				

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

Name	Dates acted if not for whole year

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

### Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	CIO Foundation Constitution adopted October 2016
How the charity is constituted (eg. trust, association, company)	Board of five trustees
Trustee selection methods (eg. appointed by, elected by)	Trustees are appointed or reappointed at the Annual General Meeting held in September.

### 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.

Busy Bods at Ysgol Bodfari is registered with Care Inspectorate Wales (CIW) and complies with all their statutory policy requirements, notably child protection, health and safety, equal opportunities, confidentiality and complaints. It is also registered as a childcare facility with Denbighshire County Council and Wales Pre-school Playgroup Association.

Busy Bods is housed within Ysgol Bodfari, a small primary school. All adults who work in the school are DBS checked and all undergo child protection training. Adults with responsibility for food preparation receive appropriate training and there is always a trained first-aider on the premises.

The term of office for each trustee is four years and trustees are appointed or reappointed over a four year cycle.

All trustees are either on the board of governors or are employed by Ysgol Bodfari, are DBS checked and undergo child protection training.

## Section C Objectives and activities

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

To advance the education of pre-school and primary school pupils at Ysgol Bodfari by providing play-group, after-school and holiday care.

**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)**

To provide a play-group, after-school and holiday club.

To prepare pre-school and nursery children in and around Bodfari in Denbighshire with the basic numeracy, literacy and special skills needed to prepare them for entry into the Foundation phase.

To provide a facility for children who live in an isolated rural area, away from the leisure facilities of urban areas, to have access to structured and unstructured play activities and to socialise and develop friendship groups.

In addition to provide after-school and holiday care for children from 3 years to 12 years of age, in and around Bodfari in Denbighshire in particular but not exclusively, to provide physical education in the form of outdoor and indoor games, an awareness of growing and cooking healthy food, art and craft activities and activities to promote thinking skills.

For the public benefit of children and parents of children of pre-school and primary age in the area, and to strengthen community links in a rural area by providing a wrap-around care facility enabling parents/carers to access childcare provision close to home.

#### **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.



**Summary of the main achievements of the charity during the year**

Following establishment in September 2016, Busy Bods at Ysgol Bodfari has continued to provide childcare facilities at the school, proving popular with parents and children who have had good, regular attendance.

Children continue to enjoy the freedom to choose play activities and special activities such as pumpkin carving, film evenings, craft and cookery sessions.

The playgroup has seen increasing numbers attending a setting which fulfils the requirements of pre-school children and prepares them for the Early Years Foundation Phase in Wales. The children benefit from the involvement of the schools Foundation Phase teacher who with the playgroup Leader and the Childcare Assistant collaborate with Denbighshire Local Authority Early Education Team to ensure that the highest quality of care and education is provided. We have also received grant funding which has enabled us to greatly improve and extend our outdoor area, and improve accessibility.

The process of self-evaluation and planning priorities for future development is on-going by the trustees and the childcare leaders.

The Trustees have welcomed Amy Threlfall, the new Head at Ysgol Bodfari, as a new trustee.

In July, we received a joint inspection from Estyn and CIW. The Trustees were delighted with the excellent report and extremely positive feedback.

There were only two recommendations, to remove some overgrown brambles and to replace the children's plastic food playware with authentic crockery and kitchen tools, which have both been carried out.

## Section E

## Financial review

Brief statement of the charity's policy on reserves

Currently we do not hold a large reserve and have no policy on this.

Details of any funds materially in deficit

Not applicable.

### 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.

Parents are charged sessional fees for playgroup, after-school and holiday club, which covers running costs and salaries.

Some funding is also received from Denbighshire Local Authority for the Foundation Phase teacher provision, and from Welsh Government for the 30 hours Childcare Grant.

Accounts are updated and reviewed regularly by the trustees.

## Section F

## Other optional information

2023-2024 Annual accounts:

Total Income: £52036  
Total Expenditure: £56458  
Funds c/f: £22382.97

## Section G

## Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

SDick

H Roberts

Full name(s)

SUSAN DICK

HELEN ROBERTS

Position (eg Secretary, Chair, etc)

RESPONSIBLE  
INDIVIDUAL

TREASURER

Date

6.2.25





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Busy Bods at Ysgol Bodfari

1169874

## Receipts and payments accounts

CC16a

For the period  
from

1.9.2023

To

31.8.24

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Sessional fees	27,442	-		27,442	18,509
Local Authority funding	19,592	-		19,592	16,114
Donations and refunds	102	-		102	37
Reimbursement from YB School Budget	366	-		366	43
Reimbursement from YB School Fund	685	-		685	775
Grant Funding	-	3,849		3,849	14,073
Commission	-	-		-	-
JRS	-	-		-	-
Fundraising	-	-		-	-
<b>Sub total (Gross income for AR)</b>	<b>48,187</b>	<b>3,849</b>		<b>52,036</b>	<b>49,551</b>
<b>A2 Asset and investment sales, (see</b>					
	-	-		-	-
	-	-		-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>		<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>48,187</b>	<b>3,849</b>		<b>52,036</b>	<b>49,551</b>
<b>A3 Payments</b>					
Payroll	35,167	-		35,167	32,637
Insurance	505	-		505	489
Subscriptions	35	-		35	48
Purchased supplies	2,660	2,168		4,828	706
Building work	-	13,158		13,158	
Reimbursement to DCC School budget	2,365	-		2,365	1,912
Premises hiring	100	-		100	125
Training	-	-		-	15
Reimbursement to YB School Fund	-	-		-	-
Annual contribution to costs	300	-		300	300
<b>Sub total</b>	<b>41,132</b>	<b>15,326</b>		<b>56,458</b>	<b>36,232</b>
<b>A4 Asset and investment</b>					
	-	-		-	-
	-	-		-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>		<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>41,132</b>	<b>15,326</b>		<b>56,458</b>	<b>36,232</b>
<b>Net of receipts/(payments)</b>	<b>7,055</b>	<b>- 11,477</b>		<b>- 4,422</b>	<b>13,319</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>		<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>14,031</b>	<b>12,773</b>		<b>26,804</b>	<b>13,485</b>
<b>Cash funds this year end</b>	<b>21,086</b>	<b>1,296</b>		<b>22,382</b>	<b>26,804</b>

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

Categories				Endowment funds to nearest £
<b>B1 Cash funds</b>	Co-Operative Account	21,086	1,296	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>21,086</b>	<b>1,296</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		<b>Unrestricted funds to nearest £</b>	<b>Restricted funds to nearest £</b>	<b>Endowment funds to nearest £</b>
<b>B2 Other monetary assets</b>	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of		Signature	Print Name	Date of
		SIDlete	Susan Dick	6.2.25
		Hlobet	HELEN BOPPS	6.2.25



# **Busy Bods Certificate** **Year ended 31 August 2024**

## **Busy Bods at Ysgol Bodfari**

<b>Balances b/fwd.</b>	<b>£</b>	<b>Balances c/fwd.</b>	<b>£</b>
Current account b/fwd.	26805.07	Current account c/fwd.	22382.97
Less unrepresented cheques	0.00	Less unrepresented cheques	0.00
Plus outstanding credits	0.00	Plus outstanding credits	0.00
Petty cash b/fwd.	0.00	Petty cash c/fwd.	0.00
<b>Total funds b/fwd.</b>	<b>26805.07</b>	<b>Total funds c/fwd.</b>	<b>22382.97</b>
<b>Payments</b>		<b>Reconciliation</b>	<b>£</b>
Expenditure for the year	56458.62	Total funds b/fwd.	26805.07
Less cheques written off	0.00	Total payments in year	56458.62
<b>Total payments in year</b>	<b>56458.62</b>	Total income in year	52036.52
<b>Receipts</b>		Petty cash in hand	0.00
Total income in year	52036.52	<b>Total funds c/fwd.</b>	<b>22382.97</b>

## **Certifications**

Responsible Individual ST Dole Treasurer H Roberts  
 Date 6.2.25 Date 20.1.25

## **Auditor Certification**

I have examined the accounts and certificate as at 31 August 2024 for Busy Bods at Ysgol Bodfari. In my view, they show a true and fair view of the transactions of the organisation for that financial year.

Auditor's Name STUART PARSONS Signature [Signature]

Auditor's Profession Tax Consultant Date 20/1/2025

**Auditor Comments (continue overleaf is necessary)**