

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.

The Charity receives 15 hour and 30 hour funding (if parents eligible) Nurse Education Funding for 3/4yr olds and 2 year old funding (if parents eligible) from Local Government, which is supplemented by charging fees for additional hours and non-funded 2 year olds. In addition to this we have a fundraising strategy, netting approximately £2000 in the academic year 2018-2019, and due to Covid only one event netting approx. £1500 this year.

Over this year due to COVID19 much of our fundraising was sadly cancelled

Section F

Other optional information

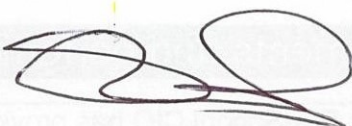
Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Samantha Woods

Position (eg Secretary, Chair, etc)

Chair

Date

15 November 2020

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)

(c) Instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance.

The main purpose of the Bizzy Bees Pre-School CIO is to provide high quality childcare to residents of Wootton and surrounding villages supporting children and parents in their child's development.

Bizzy Bees Pre-School CIO is a community setting which is actively involved in community events, such as hosting the Annual Scarecrow Festival or taking part in fundraising opportunities with Wootton Lower School or within the village. We actively encourage parents/carer's our children and members of our community in the running of our pre-school and/or our fundraising activities.

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 Charity is heavily reliant on the help of volunteers. Firstly, the Board of Trustees is formed entirely of volunteers, but also to support the pre-school staff in their day to day duties, to gain experience or to gain qualifications. In any of these scenarios, their efforts are greatly appreciated.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Bizzy Bees Pre-School CIO has provided service to around 58 families this academic year:

Again a new committee formed this year as other committee members moved on due to other work commitments and some as their children left the setting.

The staff & committee worked very hard this year to hold our very first Family Christmas Fayre. This was an amazing fundraising effort raising approx. £1500 for the pre-school.

There were other many great fundraising activities from the previous year which we had hoped to repeat this year. However, due to Covid-19 Bizzy Bees was faced with temporary closure from March 2019 until Monday 8th June 2020. This period was a very difficult and unsettled time for the committee, staff, parents and the children. When the setting re-opened all parties adapted well to the new measures put in place. Next term the committee and staff will be focusing on raising funds differently, with the latest government guidance and new restrictions at the forefront of their plans.

Section E

Financial review

Brief statement of the charity's policy on reserves

Bizzy Bees Pre-School CIO has a sufficient Reserves Policy that is reviewed regularly and to ensure remains adequate with plans to build the reserves further over this next academic year.

Details of any funds materially in deficit

N/A

Further financial review details (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)

Constitution

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

Incorporated charity

Trustee selection methods
(eg. appointed by, elected by)

Election by members

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.

Bizzy Bees Pre-School CIO is a member of the Pre-School Learning alliance, with close links to Bedford Borough Council. We take governance advice from the Early Years and Childcare Officer, part of the Local Authorities Children's and Adults' Services Department.

There are two types of membership, family membership for the parents or guardians of all children who attend Bizzy Bees Pre-School CIO and Affiliate Membership for individual, organisations or other bodies interested in supporting the aim of Bizzy Bees Pre-School CIO.

Committee members are voted by the members at the Annual General Meeting although can join at any time if trustee agree.

The minimum number of committee members is 3 and the maximum is 12, together with up to a further 3 co-opted members.

Section C Objectives and activities

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

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:

- 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;
- 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;

Trustees' Annual Report for the period

Period start date		Period end date	
From	01 September 2019	To	31 August 2020

Section A Reference and administration details

Charity name Bizzy Bees Pre-School CIO

Other names charity is known by Bizzy Bees

Registered charity number (if any) 1172751

Charity's principal address The Memorial Hall, Bedford Road, Wootton, Bedford

Postcode MK43 9JB

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	Sam Woods	Co Chair	Appointed: 15 th Jan 18 Co Chair Oct 2019	
2	Paula Bannell	Manager	Appointed September 2018	
	Rachel Cocker (changed name to Rachel Bates)		Left: October 2019	
	Melissa Lambert	Chair	Left: Jan 2020	
	Clare Tawell		Left: 14 October 2019	
3	Sarah Clifton	Secretary	Appointed 4 th February 19	
4	Tamika Brown		Appointed 4 th February 19 Stood down as treasurer but stayed on committee April 19	
	Shelley Turnbull		Left: June 2020	
	Sabrina Irvine		Left: August 2020	
5	Nicola O'Halloran	Co Treasurer	Appointed: 14 Oct 2019	
6	Kayleigh Vernon	Co Treasurer	Appointed: 5 Nov 2019	

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)

General Guidance

- 1 Update the detailed monthly sheets, analysing the income and expenditure appropriately. You can do this anytime after you have submitted the information to the Treasurer/Chair. Do not do anything but
- 2 Update the Petty cash spreadsheet on a regular basis, preferably after you have paid out petty cash ensuring you have receipts for the petty cash and a voucher is complete. Analyse the expenditure ap
- 3 At monthend, ensure that all income and expenditure is recorded and analysed. Put a folio number on each supporting documents e.g. 4-1 is month 4 and -1 is the first document
- 4 Copy the petty cash totals to the appropriate columns in the monthly sheet.
- 5 Undertake the bank rec - note that if monies have been paid into the petty cash, that money should not be put into the monthly sheet, but it is an item in the bank reconciliation
- 6 Complete the I&E summary for the month, adjusting the deficit / surplus for the month as appropriate. Enter in the cash and bank.
- 7 Complete the I&E Summary, adjusting the deficit / surplus for the year to date as appropriate and enter in the cash and bank.
- 8 Payroll is now down by an external company but the totals should reconcile to the bank account. The cost of the service should be separated from the staff wages.
- 9 There are numerous check formula throughout - if something doesn't equal zero suggest there is a problem!

Income & Expenditure

- 1 Detailed notes are on the monthly income and expenditure sheets. Comments attached to itemise/detail expenditure
- I&E accounts are set up to print, hopefully on any computer

Monthly Detailed Income & Expenditure

- 1 Detailed summary will populate itself. There are checks in it, so if they are not zero there is an error somewhere.
- 2 If you need to add additional rows to the individual monthly detail, follow the following instructions and all of the formula will auto adjust itself.
 - a. Do not use the last row which has a date in it.
 - b. Insert as many rows as you need before the last row which has a date in it.
 - c. Copy the last row (it will be with the date in it and paste to the blank rows you have inserted
 - d. Never use the blank row before the column totals
- 3 Allocation of expenditure to the detailed columns
 - a. Staff Costs - Wages, staff training, recruitment, uniform & Disbarment disclosure. If any training is refunded for example, it should be entered as a negative e.g. -£50.
 - b. Premises - Rent & Repair / Improvement to hall and grounds e.g. CCTV camera would be put here
 - c. Equipment & Materials - this anything to do with the children, e.g. pencils, crayons, toys etc.
 - d. Consumables - Food & Drink e.g. Tesco bill, milk bill etc. It is not food or drink for fund raising activities
 - e. Administration
 - i General: Books, Stationery, printer, ink for printer, Xmas pressies for staff etc.
 - ii Payroll: Cost of payroll service, license etc.
 - iii BT / Internet: Telephone / internet and any other charges relating to the provision of such
 - iv Insurance: Any insurances related to running the preschool, including trustee insurance
 - v Subs / Ofstead: Any subscriptions relating to running the preschool
 - vi Other: use as a last resort, should be very little here, but one exception is the Cosco Membership
 - f. Fundraising:
 - Keep uniform costs separate from fundraising costs. At year end there should be an adjustment for stock left
 - It would be interesting / helpful to keep a separate record of cost of each fund raising event & the income received. Currently impossible to see if individual fundraising actually costs more than it
 - All costs of fundraising should be detailed here, e.g. buying Easter eggs for the Easter fundraising event.
- 4 Allocation of Income to the detailed columns
 - a. Fees - this is any fees paid for by the parents. If a cheque bounces then it should be entered as a negative amount in the fees column e.g. -100
 - b. Milk Refund - System has now changed. Not required but have not deleted the column as it would throw too many things out!!
 - c. Training Re-imburement- This is an awkward one - it relates to the university of Northampton payment to Bizzy Fees, not sure what it covers, so left it separately
 - d. Staff Uniform - This is where staff purchase uniform over and above what is supplied to them
 - e. Children Uniform - This is the income from the sale of children's uniforms, after a year end adjustment for stock it will show what profit is actually made on this
 - f. Grants - Grants from any organisation other than the Governments Nursery Grant.
 - It would be useful to keep a separate note of each grant, the amount received and how it was spent as in many cases you much demonstrate what you have spent the money on.
 - g. Donations - From any person or organisation. It is not the University of Northampton's contribution to staff training.
 - h. Reserve a/c Interest. Take from reserve account bank statement. It is a reconciliation item in the bank reconciliation.
 - i. Other - Anything else that falls outside of the above!

BIZZY BEES PRE SCHOOL
Charity Number

INCOME & EXPENDITURE ACCOUNT
1 SEPTEMBER 2019 TO 31 AUGUST 2020

Income			Expenditure		
Fees & Grants			Staff		
Fees	22,252.65		Wages	102,596.34	
Nursery Education Gr	118,418.03		Training	288.00	
Grants	1,000.00	141,670.68	Staff Uniform	207.42	
Staff Reinbursements			Staff Recruitment	48.29	
Training Re-imburesem	-		Debarment Disclosure	111.78	
Staff Uniform	-	-	Other	-	103,251.83
Fundraising			Premises		
Children Uniform	333.28		Rent	3,452.50	
General Fundraising	2,711.72		Equipment /Repair	1,020.50	4,473.00
Donations	55.35	3,100.35	Equipment & Materials		
Other			Equipment	922.90	
Interest	-		Materials	426.35	1,349.25
Miscellaneous	20.25	20.25	Consumablers		
			Food / Drink	1,129.93	1,129.93
			Administration		
			General	640.87	
			Payroll	491.52	
			B.T./Internet	1,304.51	
			Insurance	901.48	
			Subs/Ofstead	543.97	
			Miscellaneous	421.06	4,303.41
			Fundraising		
			Cost incurred in fund raising	612.97	
			Cost of Uniform	287.60	
			Cost of Items Purchased	1,133.94	2,034.51
			Surplus / (Deficit) Year to Date		28,249.35
Total		144,791.28	Total		###

Summary		
Opening funds as at 1 September	12,750.99	
Surplus / (Deficit)	28,249.35	
Closing Funds as at 31 August	41,000.34	

FUNDS HELD

£

Petty Cash	7.10	
Bank	27,993.23	
Reserves	13,000.01	
TOTAL	41,000.34	-

Income and Expenditure account has been prepared and confirm these represent a true and fair view of the Pre School.

Nicola O'Halloran (Co Chair of PreSchool Board of Trustees)

Isabell Procter FCCA (External Auditor)

Date:

Bizzy Bees Pre-School
Income & Expenditure Account as at 31 August 2020

INCOME

	MONTHLY			YEAR TO DATE			FORECAST		
	Budget £	Actuals £	Variance £	Budget £	Actuals £	Variance £	Annual Budget £	Forecast £	Variance £
Income									
Fees & Grants									
Fees	-	-	-	20,300.00	22,252.65	1,952.65	20,300.00	20,529.35	229.35
Nursery Education Grant	8,000.00	13,916.73	5,916.73	107,904.04	118,418.03	10,513.99	107,904.04	107,904.04	-
Grants	-	1,000.00	1,000.00	-	1,000.00	1,000.00	-	-	-
Staff Reimbursements									
Training Re-imbursement	-	-	-	-	-	-	-	-	-
Staff Uniform	-	-	-	-	-	-	-	-	-
Fundraising									
Children Uniform	-	-	-	1,100.00	333.28	(766.72)	1,100.00	1,100.00	-
General Fundraising	-	-	-	2,730.00	2,711.72	(18.28)	2,730.00	2,730.00	-
Donations	-	-	-	55.00	55.35	0.35	55.00	55.00	-
Other									
Interest	-	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	20.25	20.25	-	-	-
Total	8,000.00	14,916.73	6,916.73	###	###	12,702.24	###	###	229.35

	MONTHLY			YEAR TO DATE			FORECAST		
	Budget £	Actuals £	Variance £	Profile Budget £	Actuals £	Variance £	Annual Budget £	Forecast £	Variance £
Expenditure									
Staff									
Wages	8000.00	7,666.97	333.03	103,400.00	102,596.34	803.66	103,400.00	104,985.84	(1,585.84)
Training	0.00	-	-	288.00	288.00	-	288.00	288.00	-
Staff Uniform	0.00	-	-	138.71	207.42	(68.71)	138.71	138.71	-
Staff Recruitment	0.00	-	-	48.29	48.29	-	48.29	48.29	-
Debarment Disclosure	0.00	-	-	128.78	111.78	17.00	128.78	128.78	-
Other Staff Costs	0.00	-	-	-	-	-	-	-	-
Premises									
Rent	0.00	-	-	3,452.50	3,452.50	-	3,452.50	3,452.50	-
Equipment /Repair	0.00	254.62	(254.62)	933.07	1,020.50	(87.43)	933.07	933.07	-
Equipment & Materials									
Equipment	0.00	-	-	874.48	922.90	(48.42)	874.48	874.48	-
Materials	0.00	-	-	444.09	426.35	17.74	444.09	444.09	-
Consumables									
Food / Drink	0.00	-	-	1,229.93	1,129.93	100.00	1,229.93	1,229.93	-
Administration									
General	0.00	2.28	(2.28)	779.45	640.87	138.58	779.45	779.45	-
Payroll	100.00	-	100.00	600.00	491.52	108.48	600.00	600.00	-
B.T./Internet	0.00	68.98	(68.98)	1,288.58	1,304.51	(15.93)	1,288.58	1,288.58	-
Insurance	0.00	-	-	901.48	901.48	-	901.48	901.48	-
Subs/Ofstead	0.00	-	-	530.00	543.97	(13.97)	530.00	530.00	-
Miscellaneous	35.00	-	35.00	547.22	421.06	126.16	547.22	547.22	-
Fundraising									
Cost incurred in fund rais	0	-	-	612.97	612.97	-	612.97	612.97	-
Cost of Uniform	0	-	-	266.16	287.60	(21.44)	266.16	266.16	-
Cost of Items Purchased	140	-	140.00	1,133.94	1,133.94	-	1,133.94	1,133.94	-
Total	8,275.00	7,992.85	282.15	###	###	1,055.72	###	###	(1,585.84)

Summary

Opening funds as at 1 August 2020	34,076.46
Surplus / (Deficit) for the month	6,923.88
Closing Funds as at 31 August 2020	41,000.34

FUNDS HELD

Petty Cash (General)	7.10
Bank	27,993.23
Reserves	13,000.01
TOTAL	41,000.34

FORECAST FUNDS AT YEAR END

Opening funds as at 1 September 2019	13,268.42
Surplus / (Deficit) at the end of the year	13,134.90
Estimated Closing Funds as at 31 August 2020	26,403.32

YEAR TO DATE BUDGET Vs. ACTUALS

Budget	14,491.39
Actuals	28,249.35
Surplus / (Deficit) against Budget	(13,757.96)

ANNUAL FORECAST Vs BUDGET

Budget	14,491.39
Actuals	13,134.90
Forecast Surplus / (Deficit) vs Budget	1,356.49

Expenditure**AUGUST 2020**

DATE			Description	REF	Wages	Training
25	8	20	Disposables	08.01		
25	8	20	Disposable mas	08.02		
26	8	20	Barclaycard	08.03		
27	8	20	Aug Hol Wages	08.04	7,843.91	
27	8	20	BT	08.05		
28	8	20	Techies domain	08.06		
28	8	20	HMRC TAX	08.07	245.60	
28	8	20	HMRC NICs	08.08	613.60	
28	8	20	NEST Pension	08.09	237.79	
28	8	20	Insurance - paid	08.10		
28	8	20	Insurance credited as above			
5	8	20	CJRS July grant	CR03	(1,273.93)	
	8	20			-	
	8	20				
	8	20	PETTY CASH	No change		
	8	20				
TOTAL					7,666.97	0.00

FORECAST

104,985.84

288.00

Income**AUGUST 2020**

DATE				Fees	Nursery Grant
3	8	20	Autumn special	CR01	2,559.20
3	8	20	Parish council gr	CR02	
3	8	20	CJRS JULY	CR03	
8	20		2019-20 Income accruals		11,357.53
8	20				

8 20					
TOTAL				0.00	13,916.73

FORECAST 20,529.35 107,904.04

Staff Costs				Premises	
Staff Uniform	Staff Recruitment	DBS	Other	Rent	Equipment /Repair Kitchen items
					203.62
					51.00
0.00	0.00	0.00	0.00	0.00	254.62

138.71 48.29 128.78 0.00 3,452.50 933.07

Training Re-imburement	Staff Uniform	Children Uniform	Fundraising	Grants	Donations
				1,000.00	

0.00	0.00	0.00	0.00	1,000.00	0.00

0.00 0.00 1,100.00 2,730.00 0.00 55.00

Children Equipment & Materials			Administration			
Equipment & toys	Materials	Food / Drink	General stationary etc	Payroll	B.T./Internet/Web site	Insurance
			2.28			
					56.39	
					12.59	
						97.20
						(97.20)
0.00	0.00	0.00	2.28	0.00	68.98	0.00

874.48 444.09 1,229.93 779.45 600.00 1,288.58 901.48

Interest	Other

0.00	0.00

0.00

0.00

		Fundraising			TOTAL
Subs Ofsted	Other	Cost incurred in fund raising	Cost of Uniform	Cost of Items Purchase d	
					203.62
					51.00
					2.28
					7,843.91
					56.39
					12.59
					245.60
					613.60
					237.79
					97.20
					(97.20)
					(1,273.93)
					-
					-
					-
					-
0.00	0.00	0.00	0.00	0.00	7,992.85

530.00 547.22 612.97 266.16 1,133.94 | 119,183.49 |

TOTAL
2,559.20
1,000.00
-
11,357.53
-

-
14,916.73

| 132,318.39 |

0 0

-

-

EXPENDITURE		2019-20																							
MONTH		Staff Costs						Premises		Children Equip & Materials			Administration						Cost incurred in fund raising	Fundraising Cost of Uniform	Cost of Items Purchased	TOTAL			
		Wages	Training	Staff Uniform	Staff Recruitment	Debarment Disclosure	Other staff Costs	Rent	Equipment / Repair	Equipment	Materials	Food / Drink	General	Payroll	B.T./ Internet	Insurance	Subs/ Ofsted	Other							
September	19	10,207.70	-	-	-	-	-	-	32.79	293.64	-	185.95	146.58	63.96	82.12	-	-	-	-	-	19.28	-	11,032.02	11,032.02	-
October	19	8,378.14	190.00	-	-	-	-	558.50	63.27	124.55	48.95	159.07	145.95	-	295.44	-	151.20	6.63	-	-	-	10,121.70	10,121.70	-	
November	19	9,628.05	-	-	48.29	8.29	-	503.50	119.82	114.25	82.15	167.15	-	-	81.13	-	96.84	64.12	120.25	145.76	83.00	11,262.60	11,262.60	-	
December	19	9,280.41	-	70.00	-	13.00	-	586.00	64.63	-	33.68	123.23	64.24	-	80.52	-	-	-	458.19	9.07	328.54	11,111.51	11,111.51	-	
January	20	9,364.31	95.00	-	-	16.20	-	393.50	177.85	133.21	30.16	115.40	48.45	138.60	80.52	-	35.00	24.18	-	-	297.60	10,949.98	10,949.98	-	
February	20	9,413.27	3.00	-	-	13.00	-	550.00	88.38	108.83	32.97	174.45	50.46	-	80.68	70.87	-	-	-	-	424.80	11,010.71	11,010.71	-	
March	20	9,824.27	-	-	-	48.29	-	421.00	30.60	-	116.18	204.68	107.44	147.72	304.39	-	-	158.86	34.53	70.61	-	11,468.57	11,468.57	-	
April	20	9,575.61	-	68.71	-	-	-	440.00	55.73	-	-	-	16.33	-	56.39	830.61	-	93.43	-	21.44	-	11,158.25	11,158.25	-	
May	20	6,320.20	-	-	-	-	-	-	-	-	-	-	-	-	56.39	-	-	-	-	-	-	6,376.59	6,376.59	-	
June	20	5,392.89	-	-	-	-	-	-	98.82	148.42	-	-	-	141.24	58.73	-	260.93	-	-	-	-	6,101.03	6,101.03	-	
July	20	7,544.52	-	68.71	-	13.00	-	-	33.99	-	82.26	-	59.14	-	59.22	-	-	73.84	-	21.44	-	7,956.12	7,956.12	-	
August	20	7,666.97	-	-	-	-	-	-	254.62	-	-	-	2.28	-	68.98	-	-	-	-	-	-	7,992.85	7,992.85	-	
TOTAL		102,596.34	288.00	207.42	48.29	111.78	0.00	3,452.50	1,020.50	922.90	426.35	1,129.93	640.87	491.52	1,304.51	901.48	543.97	421.06	612.97	287.60	1,133.94	116,541.93			
BUDGET		103,400.00	288.00	138.71	48.29	128.78	-	###	933.07	874.48	444.09	1,229.93	779.45	600.00	1,288.58	901.48	530.00	547.22	612.97	266.16	###	###			

INCOME		2019-20													
MONTH		Fees	Nursery Grant	imbursement	Staff Uniform	Children Uniform	Fundraising	Grants	Donations	Interest	Other			TOTAL	
September	19	3,169.25	9,573.73	-	-	115.00	-	-	54.10	-	-			12,912.08	12,912.08
October	19	3,460.10	10,213.53	-	-	76.00	24.06	-	-	-	-			13,773.69	13,773.69
November	19	3,589.75	13,127.40	-	-	50.00	84.00	-	-	-	20.25			16,871.40	16,871.40
December	19	897.05	5,878.98	-	-	10.75	2,585.64	-	-	-	-			9,372.42	9,372.42
January	20	4,948.25	9,975.90	-	-	28.00	4.00	-	-	-	-			14,956.15	14,956.15
February	20	1,796.50	10,733.74	-	-	29.25	-	-	-	-	-			12,559.49	12,559.49
March	20	4,269.25	8,029.12	-	-	-	14.02	-	1.25	-	-			12,313.64	12,313.64
April	20	23.00	24,372.24	-	-	-	-	-	-	-	-			24,395.24	24,395.24
May	20	200.00	4,442.04	-	-	-	-	-	-	-	-			4,642.04	4,642.04
Jun	20	-	-	-	-	-	-	-	-	-	-			-	-
July	20	(100.50)	8,154.62	-	-	24.28	-	-	-	-	-			8,078.40	8,078.40
August	20	-	13,916.73	-	-	-	-	1,000.00	-	-	-	£8547.34 should have ALSO been received in August but delayed due to COVID and paid in September 2020		14,916.73	14,916.73
TOTAL		22,252.65	###	0.00	0.00	333.28	2,711.72	1,000.00	55.35	0.00	20.25			144,791.28	
BUDGET		20,300.00	###	0.00	0.00	1,100.00	2,730.00	0.00	55.00	0.00	0.00				

Reserve Account	In	Out	
1 9 19 Balance b/fwd			10,000.01
14 9 19 Interest			-
30 9 19 Balance c/fwd			10,000.01
1 10 19 Balance b/fwd			10,000.01
31 10 19 Interest	-	-	10,000.01
31 10 19 Balance c/fwd			10,000.01
9 11 19 Balance b/fwd			10,000.01
30 11 19 Interest			10,000.01
30 11 19 Balance c/fwd			10,000.01
31 12 19 Balance b/fwd			10,000.01
19 Interest			10,000.01
31 12 19 Balance c/fwd			10,000.01
16 1 20 Balance b/fwd			10,000.01
31 1 20 Interest			10,000.01
31 1 20 Balance c/fwd			10,000.01
24 2 20 Balance b/fwd			10,000.01
28 2 20 Interest			10,000.01
28 2 20 Balance c/fwd	3,000.00		13,000.01
1 3 20 Balance b/fwd			13,000.01
31 3 20 Interest			13,000.01
31 3 20 Balance c/fwd			13,000.01
1 4 20 Balance b/fwd			13,000.01
30 4 20 Interest			13,000.01
30 4 20 Balance c/fwd			13,000.01
1 5 20 Balance b/fwd			13,000.01
31 5 20 Interest			13,000.01
31 5 20 Balance c/fwd			13,000.01
1 6 20 Balance b/fwd			13,000.01
30 6 20 Interest			13,000.01
30 6 20 Balance c/fwd			13,000.01

1	7	20	Balance b/fwd		13,000.01
31	7	20	Interest		13,000.01
31	7	20	Balance c/fwd		13,000.01
1	8	20	Balance b/fwd		13,000.01
31	8	20	Interest		13,000.01
31	8	20	Balance c/fwd		13,000.01

Bank Statemer Difference

10,000.01	-
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10,000.01	-
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10,000.01	-
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10,000.01	-
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10,000.01	-
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13,000.01	-
-----------	---

13,000.01	-
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13,000.01	-
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13,000.01	-
-----------	---

13,000.01	-
-----------	---

13,000.01

-

13,000.01

-

Update cell shaded in green with balance from Bank Account
This is a check sum - should always be zero! If not the bank re
Interest from Bank Statement

ic is incorrect

Current Account		In	Out	
1 9 19	Balance b/fwd			3,231.78
	Expenditure Sept		11,032.02	(7,800.24)
	Income	12,912.08		5,111.84
	Petty Cash	-		5,111.84
	Accural		517.43	4,594.41
30 9 19	Balance c/fwd			4,594.41
1 10 19	Balance B/fwd			4,594.41
	Expenditure October		10,121.70	(5,527.29)
	Income October	13,773.69		8,246.40
	Petty Cash	1.00		8,247.40
	Interest		-	8,247.40
31 10 19	Balance c/fwd			8,247.40
1 11 19	Balance B/fwd			8,247.40
	Expenditure November		11,262.60	(3,015.20)
	Income November	16,871.40		13,856.20
	Petty Cash	10.57		13,866.77
	Interest		-	13,866.77
30 11 19	Balance c/fwd			13,866.77
1 12 19	Balance B/fwd			13,866.77
	Expenditure December		11,111.51	2,755.26
	Income December	9,372.42		12,127.68
	Petty Cash	2.26		12,129.94
	Interest		-	12,129.94
31 12 19	Balance c/fwd			12,129.94
1 1 20	Balance B/fwd			12,129.94
	Expenditure January		10,949.98	1,179.96
	Income January	14,956.15		16,136.11
	Petty Cash	-		16,136.11
	Interest		-	16,136.11
31 1 20	Balance c/fwd			16,136.11
1 2 20	Balance B/fwd			16,136.11
	Expenditure February	(3,000.00)	11,010.71	2,125.40
	Income February	12,559.49		14,684.89
	Petty Cash	6.70		14,691.59

		Interest	-	14,691.59
28	2	20 Balance c/fwd		14,691.59
1	3	20 Balance B/fwd		14,691.59
		Expenditure March	11,468.57	3,223.02
		Income March	12,313.64	15,536.66
		Petty Cash	-	15,536.66
		Interest	-	15,536.66
31	3	20 Balance c/fwd		15,536.66
1	4	20 Balance B/fwd		15,536.66
		Expenditure April	11,158.25	4,378.41
		Income April	24,395.24	28,773.65
		Petty Cash	-	28,773.65
		Interest		28,773.65
30	4	20 Balance c/fwd		28,773.65
1	5	20 Balance B/fwd		28,773.65
		Expenditure May	6,376.59	22,397.06
		Income May	4,642.04	27,039.10
		Petty Cash	-	27,039.10
		Interest		27,039.10
31	5	20 Balance c/fwd		27,039.10
1	6	20 Balance b/fwd		27,039.10
		Expenditure June	6,101.03	20,938.07
		Income June	-	20,938.07
		Petty Cash	9.00	20,947.07
		Interest		20,947.07
30	6	20 Balance c/fwd		20,947.07
1	7	20 Balance b/fwd		20,947.07
		Expenditure July	7,956.12	12,990.95
		Income July	8,078.40	21,069.35
		Petty Cash	-	21,069.35
		Interest		21,069.35
31	7	20 Balance c/fwd		21,069.35
1	8	20 Balance b/fwd		21,069.35
		Expenditure August	7,992.85	13,076.50

Income August	14,916.73	27,993.23
Petty Cash	-	27,993.23
Interest		27,993.23
Income accrual	11,357.53	16,635.70

31 8 20 Balance c/fwd 16,635.70

Bank Statement Difference

4,594.41	-
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8,247.40	-
----------	---

13,866.77	-
-----------	---

12,129.94	-
-----------	---

16,136.11	-
-----------	---

14,691.59 -

15,536.66 -

28,773.65 -

27,039.10 -

20,947.07 -

21,069.35 -

16,635.70	-
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Note: Bank Rec

Update cell shaded in green with balance from Bank Account

This is the total income for month

This is total petty cash spent Usually a positive amount. Exception if it is an inc

Accrual Reversal

This is the total expenditure for the month

This is a check sum - should always be zero! If not the bank rec is incorrect

This is the bank interest (from reserve account)

£8547.34 should have ALSO been received in August but delayed due to COVID and paid in September 2020

come refund

ACCRUALS FROM 2018/19

Summary

Inland Revenue

Payroll Provider

STUB 36

Fees

Uniform

443.75

28.5

ACCRUALS FOR 2019/20

Income:

Additional Early Years Grant

Final Payment NEF Funding

443.03
74.40
<hr/>
517.43
<hr/>

Donation		
	44.1	516.35

2810.19
8547.34
<hr/>
11357.53
<hr/>



Date	Ref	Description	Invoice Amount
3.09.19		Sept Invoice Raised	4,562.25
		Additional Session 1	(67.50)
		Additional Session 2	3.50
		Additional Session 3	7.50
		Additional Session 4	3.00
		September	
		Oct Invoice Raised	6,099.00
		Additional Session 1	63.75
		Additional Session 2	
		Additional Session 3	
		Additional Session 4	
		October Payments	
		November Payments	
		December Payments	
			<hr/> <hr/> 10,671.50 <hr/> <hr/>

	CR1	RS Uniform	
	CR2	BW Fees	
	CR3	TOB Uniform	
	CR4	AK Fees	
	CR5	TOB Fees	
	CR6	IG Fees	
	CR7	KS Fees	
	CR8	Smartie Tube	
	CR9	AI Fees	
	CR10	WB Fees	
	CR11	OR Fees	
	CR12	AD Fees	
	CR13	LC Fees	
	CR14	Fees/Uniform etc	
	CR15	HL Fees	
	CR16	BCC Grant	
	CR17	HW Uniform	
	CR18	LW Fees	
	CR19	TC Fees	
	CR20	FW Fees	
31.10.19			21,343.00

	Session 1	
Orion		10.50

William Bates	20.25
Lily Woods-Simpson	33.00
Olivia	
Daisy	
Harrison	
Joey	
Lottie	
Iosabelle	

Invoice Paid	Balance	Grant	Uniform	Fundraising
	4,562.25			
	4,494.75			
	4,498.25			
	4,505.75			
	4,508.75			
3,169.25	1,339.50			
	7,438.50			
	7,502.25			
	7,502.25			
	7,502.25			
	7,502.25			
3,460.10	4,042.15			
3,589.75	452.40			
897.05	(444.65)			
	(444.65)			
<hr/>				
11,116.15	(444.65)			
<hr/>				

	(444.65)			
			47.00	
127.50			21.50	
267.75				
337.50				
294.00				
271.50				
				10.00
89.25				
178.50				
153.00				
151.50				
267.75				
443.75			28.50	44.10
127.50				
		9,573.00		
			18.00	
153.00				
132.00				
127.50				
25,354.30		9,573.00	115.00	54.10

[illegible]

2.75
3.75

INCOME

W

	MONTHLY	
	Budget	Actuals
	£	£
Income		
Fees & Grants		
Fees	3,000.00	3,169.25
Nursery Education Grant	9,573.73	9,573.73
Grants	-	-
Staff Reinbursements		
Training Re-imburement	-	-
Staff Uniform	-	-
Fundraising		
Children Uniform	100.00	115.00
General Fundraising	190.00	-
Donations	20.00	54.10
Other		
Interest	-	-
Miscellaneous	-	-
Total	12,883.73	12,912.08

	MONTHLY	
	Budget	Actuals
	£	£
Expenditure		
Staff		
Wages	9,000.00	10,207.70
Training	50.00	-
Staff Uniform	100.00	-
Staff Recruitment	20.00	-
Debarment Disclosure	98.78	-
Other Staff Costs	-	-
Premises		

Rent	-	-
Equipment /Repair	60.00	32.79
Equipment & Materials		
Equipment	120.00	293.64
Materials	140.00	-
Consumables		
Food / Drink	200.00	185.95
Administration		
General	110.00	146.58
Payroll	50.00	63.96
B.T./Internet	90.00	82.12
Insurance	-	-
Subs/Ofstead	-	-
Miscellaneous	35.00	-
Fundraising		
Cost incurred in fund rais	-	-
Cost of Uniform	90.00	19.28
Cost of Items Purchased	140.00	-
Total	10,303.78	11,032.02

Summary

Opening funds as at 1 September 2019

Surplus / (Deficit) for the month

Closing Funds as at 30 September 2019

FUNDS HELD

Petty Cash (General)

Bank

Reserves

TOTAL

FORECAST FUNDS AT YEAR END

Opening funds as at 1 September 2019

Surplus / (Deficit) at the end of the year

Projected Closing Funds as at 31 August 2020

YEAR TO DATE BUDGET Vs. ACTUALS

Budget

Actuals

Surplus / (Deficit) against Budget

ANNUAL FORECAST Vs BUDGET

Budget

Actuals

Forecast Surplus / (Deficit) vs Budget

Bizzy Bees Pre-School
Income & Expenditure Account as at 30 September

Variance £	YEAR TO DATE		
	Budget £	Actuals £	Variance £
(169.25)	3,000.00	3,169.25	(169.25)
-	9,573.73	9,573.73	-
-	-	-	-
-	-	-	-
-	-	-	-
(15.00)	100.00	115.00	(15.00)
190.00	190.00	-	190.00
(34.10)	20.00	54.10	(34.10)
-	-	-	-
-	-	-	-
(28.35)	12,883.73	12,912.08	(28.35)

Variance £	YEAR TO DATE		
	Profile Budget £	Actuals £	Variance £
(1,207.70)	9,000.00	10,207.70	(1,207.70)
50.00	50.00	-	50.00
100.00	100.00	-	100.00
20.00	20.00	-	20.00
98.78	98.78	-	98.78
-	-	-	-

-	-	-	-
27.21	60.00	32.79	27.21
(173.64)	120.00	293.64	(173.64)
140.00	140.00	-	140.00
14.05	200.00	185.95	14.05
(36.58)	110.00	146.58	(36.58)
(13.96)	50.00	63.96	(13.96)
7.88	90.00	82.12	7.88
-	-	-	-
-	-	-	-
35.00	35.00	-	35.00
-	-	-	-
70.72	90.00	19.28	70.72
140.00	140.00	-	140.00
(728.24)	10,303.78	11,032.02	(728.24)

12,750.99
1,880.06
###

36.63
4,594.41
10,000.01
###

13,268.42
13,452.94

26,721.36

2,579.95

1,880.06

699.89

14,491.39

13,452.94

1,038.45

er 2019

FORECAST		
Annual Budget £	Forecast £	Variance £
20,300.00	20,469.25	(169.25)
107,904.04	107,904.04	-
-	-	-
-	-	-
-	-	-
1,100.00	1,100.00	-
2,730.00	2,730.00	-
55.00	55.00	-
-	-	-
-	-	-
###	132,258.29	(169.25)

FORECAST		
Annual Budget £	Forecast £	Variance £
103,400.00	104,607.70	(1,207.70)
288.00	288.00	-
138.71	138.71	-
48.29	48.29	-
128.78	128.78	-
-	-	-

3,452.50	3,452.50	-
933.07	933.07	-
874.48	874.48	-
444.09	444.09	-
1,229.93	1,229.93	-
779.45	779.45	-
600.00	600.00	-
1,288.58	1,288.58	-
901.48	901.48	-
530.00	530.00	-
547.22	547.22	-
612.97	612.97	-
266.16	266.16	-
1,133.94	1,133.94	-
###	118,805.35	(1,207.70)

3870.65
-3975.56
0

-191
-24.06
-54.1

0
0

71.13
-
-
-
-
-

-
-

(178.19)

-

-

-

-

-

-

-

-

-

(19.28)

-

(126.34)

-

Expenditure

DATE			Description	REF	Wages
5	9	19	Printer Ink Tracy	9.1	
5	9	19	KW folders Tracy	9.2	
5	9	19	New parent biscuits Tracy	9.3	
5	9	19	Printer services	9.4	
12	9	19	Sticky Velcro Tracy	9.5	
26	9	19	BT	9.6	
26	9	19	Barclaycard	9.7	
27	9	19	Wages	9.8	8,388.90
27	9	19	NEST Pension	9.9	319.26
30	9	19	Childrens uniform	9.10	
30	9	19	Payroll Fee EYA	9.11	
30	9	19	HMRC Tax July August	9.12	1,942.57
30	9	19	Petty Cash - No change	9.13	
	9	19	ACCRUAL REVERSAL		(443.03)
TOTAL					10,207.70

FORECAST

104,607.70

Income				September 2
DATE				Fees
2	9	19	RS Uniform	Cr1
4	9	19	MR fees	Cr2 174.75
4	9	19	TOB Uniform	Cr3
4	9	19	AK Fees	Cr4 267.75
5	9	19	TOB Fees	Cr5 337.50
6	9	19	IG Fees	Cr6 294.00
12	9	19	KS Fees	Cr7 271.50
13	9	19	Smartie donation	Cr8
16	9	19	AL Fees	Cr9 89.25
16	9	19	WB Fees	Cr10 178.50
16	9	19	OR Fees	Cr11 153.00

17	9	19	AD Fees	Cr12	151.50
17	9	19	LC Fees	Cr13	267.75
18	9	19	Stub 38	Cr14	443.75
18	9	19	HL Fees	Cr15	127.50
23	9	19	Autumn funding estimated 1d	Cr16	
23	9	19	HW Uniform	Cr17	
24	9	19	LWS Fees	Cr18	153.00
25	9	19	TC Fees	Cr19	132.00
30	9	19	BW Fees	Cr20	127.50
TOTAL					3,169.25

FORECAST

20,469.25

September 2019

Staff Costs					Prem
Training	Staff Uniform	Staff Recruitment	DBS	Other	Rent
				-	
0.00	0.00	0.00	0.00	0.00	0.00

288.00	138.71	48.29	128.78	0.00	3,452.50
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[illegible]

			28.50		
9,573.73					
			18.00		
9,573.73	0.00	0.00	115.00	0.00	0.00

###

0.00

0.00

1,100.00

2,730.00

0.00

ises	Children Equipment & Material				
Equipme nt /Repair Kitchen items	Equipme nt & toys	Material s	Food / Drink	General stationa ry etc	Payroll
				8.99	
				28.00	
			10.59		
				21.63	
				9.99	
32.79	293.64		175.36	77.97	
					138.36
					(74.40)
32.79	293.64	0.00	185.95	146.58	63.96

933.07 874.48 444.09 1,229.93 779.45 600.00

Donation s	Interest	Other
10.00		

44.10		
54.10	0.00	0.00

55.00 0.00 0.00

Administration				Fundraising	
B.T./Inter net/Web site	Insurance	Subs Ofsted	Other	Cost incurred in fund raising	Cost of Uniform
82.12					
					19.28
82.12	0.00	0.00	0.00	0.00	19.28

1,288.58 901.48 530.00 547.22 612.97 266.16

	TOTAL		
Cost of Items Purchased			
	8.99		
	28.00		
	10.59		
	21.63		
	9.99		
	82.12		
	579.76		
	8,388.90		
	319.26		
	19.28		
	138.36		
	1,942.57		
	-		
	(517.43)		
0.00	11,032.02	11,032.02	-

1,133.94 | 118,805.35 |

TOTAL
47.00
174.75
21.50
267.75
337.50
294.00
271.50
10.00
89.25
178.50
153.00

151.50		
267.75		
516.35		
127.50		
9,573.73		
18.00		
153.00		
132.00		
127.50		
12,912.08	12,912.08	-

132,258.29

INCOME

	MONTHLY	
	Budget £	Actuals £
Income		
Fees & Grants		
Fees	3,400.00	3,460.10
Nursery Education Grant	10,213.53	10,213.53
Grants	-	-
Staff Reinbursements		
Training Re-imburement	-	-
Staff Uniform	-	-
Fundraising		
Children Uniform	100.00	76.00
General Fundraising	190.00	24.06
Donations	20.00	-
Other		
Interest	-	-
Miscellaneous	-	-
Total	13,923.53	13,773.69

	MONTHLY	
	Budget £	Actuals £
Expenditure		
Staff		
Wages	8000.00	8,378.14
Training	50.00	190.00
Staff Uniform	0.00	-
Staff Recruitment	20.00	-
Debarment Disclosure	0.00	-
Other Staff Costs	0.00	-
Premises		

Rent	560.00	558.50
Equipment /Repair	60.00	63.27
Equipment & Materials		
Equipment	120.00	124.55
Materials	140.00	48.95
Consumables		
Food / Drink	160.00	159.07
Administration		
General	110.00	145.95
Payroll	0.00	-
B.T./Internet	210.00	295.44
Insurance	0.00	-
Subs/Ofstead	250.00	151.20
Miscellaneous	35.00	6.63
Fundraising		
Cost incurred in fund rais	0	-
Cost of Uniform	90	-
Cost of Items Purchased	140	-
Total	9,945.00	10,121.70

Summary

Opening funds as at 1 October 2019

Surplus / (Deficit) for the month

Closing Funds as at 31 October 2019

FUNDS HELD

Petty Cash (General)

Bank

Reserves

TOTAL

FORECAST FUNDS AT YEAR END

Opening funds as at 1 September 2019

Surplus / (Deficit) at the end of the year

Estimated Closing Funds as at 31 August 2020

YEAR TO DATE BUDGET Vs. ACTUALS

Budget

Actuals

Surplus / (Deficit) against Budget

ANNUAL FORECAST Vs BUDGET

Budget

Actuals

Forecast Surplus / (Deficit) vs Budget

Bizzy Bees Pre-School
Income & Expenditure Account as at 31 October 2019

Variance £	YEAR TO DATE			Annual Budget £
	Budget £	Actuals £	Variance £	
60.10	6,400.00	6,629.35	229.35	20,300.00
-	19,787.26	19,787.26	-	107,904.04
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
(24.00)	200.00	191.00	(9.00)	1,100.00
(165.94)	380.00	24.06	(355.94)	2,730.00
(20.00)	40.00	54.10	14.10	55.00
-	-	-	-	-
-	-	-	-	-
(149.84)	###	###	(121.49)	###

Variance £	YEAR TO DATE			Annual Budget £
	Profile Budget £	Actuals £	Variance £	
(378.14)	17,000.00	18,585.84	(1,585.84)	103,400.00
(140.00)	100.00	190.00	(90.00)	288.00
-	100.00	-	100.00	138.71
20.00	40.00	-	40.00	48.29
-	98.78	-	98.78	128.78
-	-	-	-	-

1.50	560.00	558.50	1.50	3,452.50
(3.27)	120.00	96.06	23.94	933.07
(4.55)	240.00	418.19	(178.19)	874.48
91.05	280.00	48.95	231.05	444.09
0.93	360.00	345.02	14.98	1,229.93
(35.95)	220.00	292.53	(72.53)	779.45
-	50.00	63.96	(13.96)	600.00
(85.44)	300.00	377.56	(77.56)	1,288.58
-	-	-	-	901.48
98.80	250.00	151.20	98.80	530.00
28.37	70.00	6.63	63.37	547.22
-	-	-	-	612.97
90.00	180.00	19.28	160.72	266.16
140.00	280.00	-	280.00	1,133.94
(176.70)	###	###	(904.94)	###

14,631.05
3,651.99
18,283.04

35.63
8,247.40
10,000.01
18,283.04

-

13,268.42
13,134.90

26,403.32

6,558.48

5,532.05

1,026.43

14,491.39

13,134.90

1,356.49

FORECAST	
Forecast	Variance
£	£
20,529.35	229.35
107,904.04	-
-	-
-	-
-	-
1,100.00	-
2,730.00	-
55.00	-
-	-
-	-
###	229.35

FORECAST	
Forecast	Variance
£	£
104,985.84	(1,585.84)
288.00	-
138.71	-
48.29	-
128.78	-
-	-

3,452.50	-
933.07	-
874.48	-
444.09	-
1,229.93	-
779.45	-
600.00	-
1,288.58	-
901.48	-
530.00	-
547.22	-
612.97	-
266.16	-
1,133.94	-

(1,585.84)

[illegible]

INCOME

	MONTHLY	
	Budget £	Actuals £
Income		
Fees & Grants		
Fees	3,600.00	3,589.75
Nursery Education Grant	13,127.40	13,127.40
Grants	-	-
Staff Reinbursements		
Training Re-imburement	-	-
Staff Uniform	-	-
Fundraising		
Children Uniform	100.00	50.00
General Fundraising	190.00	84.00
Donations	15.00	-
Other		
Interest	-	-
Miscellaneous	-	20.25
Total	17,032.40	16,871.40

	MONTHLY	
	Budget £	Actuals £
Expenditure		
Staff		
Wages	9000.00	9,628.05
Training	50.00	-
Staff Uniform	0.00	-
Staff Recruitment	8.29	48.29
Debarment Disclosure	0.00	8.29
Other Staff Costs	0.00	-
Premises		

Rent	550.00	503.50
Equipment /Repair	60.00	119.82
Equipment & Materials		
Equipment	120.00	114.25
Materials	140.00	82.15
Consumables		
Food / Drink	160.00	167.15
Administration		
General	110.00	-
Payroll	0.00	-
B.T./Internet	360.00	81.13
Insurance	0.00	-
Subs/Ofstead	0.00	96.84
Miscellaneous	35.00	64.12
Fundraising		
Cost incurred in fund rais	0	120.25
Cost of Uniform	86.16	145.76
Cost of Items Purchased	140	83.00
Total	10,819.45	11,262.60

Summary

Opening funds as at 1 November 2019

Surplus / (Deficit) for the month

Closing Funds as at 30 November 2019

FUNDS HELD

Petty Cash (General)

Bank

Reserves

TOTAL

FORECAST FUNDS AT YEAR END

Opening funds as at 1 September 2019

Surplus / (Deficit) at the end of the year

Estimated Closing Funds as at 31 August 2020

YEAR TO DATE BUDGET Vs. ACTUALS

Budget

Actuals

Surplus / (Deficit) against Budget

ANNUAL FORECAST Vs BUDGET

Budget

Actuals

Forecast Surplus / (Deficit) vs Budget

Bizzy Bees Pre-School
Income & Expenditure Account as at 30 November 2019

Variance £	YEAR TO DATE			Annual Budget £
	Budget £	Actuals £	Variance £	
(10.25)	10,000.00	10,219.10	219.10	20,300.00
-	32,914.66	32,914.66	-	107,904.04
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
(50.00)	300.00	241.00	(59.00)	1,100.00
(106.00)	570.00	108.06	(461.94)	2,730.00
(15.00)	55.00	54.10	(0.90)	55.00
-	-	-	-	-
20.25	-	20.25	20.25	-
(161.00)	###	###	(282.49)	###

Variance £	YEAR TO DATE			Annual Budget £
	Profile Budget £	Actuals £	Variance £	
(628.05)	26,000.00	28,213.89	(2,213.89)	103,400.00
50.00	150.00	190.00	(40.00)	288.00
-	100.00	-	100.00	138.71
(40.00)	48.29	48.29	-	48.29
(8.29)	98.78	8.29	90.49	128.78
-	-	-	-	-

46.50	1,110.00	1,062.00	48.00	3,452.50
(59.82)	180.00	215.88	(35.88)	933.07
5.75	360.00	532.44	(172.44)	874.48
57.85	420.00	131.10	288.90	444.09
(7.15)	520.00	512.17	7.83	1,229.93
110.00	330.00	292.53	37.47	779.45
-	50.00	63.96	(13.96)	600.00
278.87	660.00	458.69	201.31	1,288.58
-	-	-	-	901.48
(96.84)	250.00	248.04	1.96	530.00
(29.12)	105.00	70.75	34.25	547.22
(120.25)	-	120.25	(120.25)	612.97
(59.60)	266.16	165.04	101.12	266.16
57.00	420.00	83.00	337.00	1,133.94
(443.15)	###	###	###	###

18,283.04
5,608.80
23,891.84

###

25.06
13,866.77
10,000.01
23,891.84

-

13,268.42
13,134.90

26,403.32

12,771.43

11,140.85

1,630.58

14,491.39

13,134.90

1,356.49

FORECAST	
Forecast	Variance
£	£
20,529.35	229.35
107,904.04	-
-	-
-	-
-	-
1,100.00	-
2,730.00	-
55.00	-
-	-
-	-
###	229.35

FORECAST	
Forecast	Variance
£	£
104,985.84	(1,585.84)
288.00	-
138.71	-
48.29	-
128.78	-
-	-

3,452.50	-
933.07	-
874.48	-
444.09	-
1,229.93	-
779.45	-
600.00	-
1,288.58	-
901.48	-
530.00	-
547.22	-
612.97	-
266.16	-
1,133.94	-

(1,585.84)

Expenditure**November**

DATE			Description	REF	Wages
18	11	19	Emma Christmas Fayre Cellophane		
18	11	19	Santa Suit		
22	11	19	Ever so Clean Childrens Uniform		
26	11	19	Barclay Card		
27	11	19	Distinct Disposals		
27	11	19	Herts Childrens Craft		
27	11	19	Printer Services (Oct)		
27	11	19	Hall Hire		
27	11	19	HMRC NICs		926.65
27	11	19	Wages		7,941.10
27	11	19	BT		
27	11	19	NEST		308.30
29	11	19	MHRC NOV TAX		452.00
30	11	19	Petty Cash		
	11	19	Committee Contribution to Staff Xmas Meal		
	11	19			
	11	19			
TOTAL					9,628.05

FORECAST

104,985.84

Income**November**

DATE			Fees
1 11 19	National Savings	CR1	
7 11 19	Thomas Wainwright	CR2	258.75
7 11 19	Isabelle Chambers	CR3	178.50
7 11 19	J. Kempsell	CR4	89.25
8 11 19	Smith + Collins Kingsley	CR5	280.50
11 11 19	Thomas Carroll	CR6	264.00

11 11 19	Lily Simpson	CR7	204.00
12 11 19	Amelia Lamley	CR8	102.00
12 11 19	Avaya Dickson	CR9	169.00
12 11 19	Rohan Smith	CR10	191.25
12 11 19	Lily Simpson	CR11	33.00
14 11 19	Harrison West	CR12	63.75
15 11 19	Harry West	CR13	12.75
18 11 19	Bedford BC	CR14	
11 19	Thomas Obrien	CR15	250.00
11 19	Button D&K	CR16	191.25
19 11 19	Olivia Lipner	CR17	200.00
11 19	West N&J Uniform	CR18	
20 11 19	Bank Giro Credit 041000	CR19	982.00
21 11 19	Bedford BC	CR20	
11 19	L Gaskin Indie Tea Towels	CR21	
11 19	West N&J Tea Towels	CR22	
22 11 19	Lucy Bland Tea Towels	CR23	
11 19	Michelle Pinchin Tea Towel / Lunch?	CR24	7.75
25 11 19	Rhea Stuart	CR25	100.00
11 19	Poppy / Jess Lambert	CR26	12.00
26 11 19	Sponsorship Bromham Beauty Box	CR27	
11 19	Woods SJ Tea Towel	CR28	
11 19	Raffle Evie Clift	CR29	
11 19	Towels Evie Clift	CR30	
11 19			
11 19			
11 19			
11 19			
TOTAL			3,589.75

FORECAST

20,529.35

Wainright

80.00

Chambers

2019

Staff Costs				
Training	Staff Uniform	Staff Recruitment	DBS	Other
		48.29	8.29	
0.00	0.00	48.29	8.29	0.00

288.00	138.71	48.29	128.78	0.00
--------	--------	-------	--------	------

2019

[illegible]

3,553.67				
			18.50	
			31.50	
9,573.73				
				12.00
				8.00
				4.00
				4.00
				30.00
				4.00
				10.00
				12.00
###	0.00	0.00	50.00	84.00

###	0.00	0.00	1,100.00	2,730.00
-----	------	------	----------	----------

	8,267.65
258.75	8,526.40
	8,446.40
178.50	8,624.90
	8,624.90

Premises		Children Equipment & Material			
Rent	Equipment /Repair Kitchen items	Equipment & toys	Materials	Food / Drink	General stationary etc
	49.15		82.15	167.15	
	70.67				
		114.25			
503.50					
503.50	119.82	114.25	82.15	167.15	0.00

3,452.50 933.07 874.48 444.09 1,229.93 779.45

Grants	Donations	Interest	Other
			20.25

Administration					Fu
Payroll	B.T./Internet/Web site	Insurance	Subs Ofsted	Other	Cost incurred in fund raising
					8.99
					41.26
			96.84		70.00
				53.55	
	81.13				
				10.57	
0.00	81.13	0.00	96.84	64.12	120.25

600.00 1,288.58 901.48 530.00 547.22 612.97

ndraising		TOTAL
Cost of Uniform	Cost of Items Purchased	TOTAL
		8.99
		41.26
145.76		145.76
	3.00	524.87
		70.67
		114.25
		53.55
		503.50
		926.65
		7,941.10
		81.13
		308.30
		452.00
		10.57
	80.00	80.00
		-
		-
		-
145.76	83.00	11,262.60

524.87

11,262.60 -

266.16 1,133.94 | 119,183.49 |

TOTAL
20.25
258.75
178.50
89.25
280.50
264.00

204.00
102.00
169.00
191.25
33.00
63.75
12.75
3,553.67
250.00
191.25
200.00
18.50
1,013.50
9,573.73
12.00
8.00
4.00
11.75
100.00
12.00
30.00
4.00
10.00
12.00
-
-
-
-
16,871.40

1,013.50

?

16,871.40 -

| 132,318.39 |

INCOME

	MONTHLY	
	Budget £	Actuals £
Income		
Fees & Grants		
Fees	500.00	897.05
Nursery Education Grant	5,878.38	5,878.98
Grants	-	-
Staff Reinbursements		
Training Re-imburement	-	-
Staff Uniform	-	-
Fundraising		
Children Uniform	100.00	10.75
General Fundraising	1,400.00	2,585.64
Donations	-	-
Other		
Interest	-	-
Miscellaneous	-	-
Total	7,878.38	9,372.42

	MONTHLY	
	Budget £	Actuals £
Expenditure		
Staff		
Wages	9000.00	9,280.41
Training	90.00	-
Staff Uniform	38.71	70.00
Staff Recruitment	0.00	-
Debarment Disclosure	0.00	13.00
Other Staff Costs	0.00	-
Premises		

Rent	600.00	586.00
Equipment /Repair	60.00	64.63
Equipment & Materials		
Equipment	120.00	-
Materials	24.09	33.68
Consumables		
Food / Drink	200.00	123.23
Administration		
General	110.00	64.24
Payroll	150.00	-
B.T./Internet	90.00	80.52
Insurance	0.00	-
Subs/Ofstead	0.00	-
Miscellaneous	35.00	-
Fundraising		
Cost incurred in fund rais	500	458.19
Cost of Uniform	0	9.07
Cost of Items Purchased	0	328.54
Total	11,017.80	11,111.51

Summary

Opening funds as at 1 December 2019

Surplus / (Deficit) for the month

Closing Funds as at 31 December 2019

FUNDS HELD

Petty Cash (General)

Bank

Reserves

TOTAL

FORECAST FUNDS AT YEAR END

Opening funds as at 1 September 2019

Surplus / (Deficit) at the end of the year

Estimated Closing Funds as at 31 August 2020

YEAR TO DATE BUDGET Vs. ACTUALS

Budget

Actuals

Surplus / (Deficit) against Budget

ANNUAL FORECAST Vs BUDGET

Budget

Actuals

Forecast Surplus / (Deficit) vs Budget

Bizzy Bees Pre-School
Income & Expenditure Account as at 31 December

	YEAR TO DATE		
Variance	Budget	Actuals	Variance
£	£	£	£
397.05	10,500.00	11,116.15	616.15
0.60	38,793.04	38,793.64	0.60
-	-	-	-
-	-	-	-
-	-	-	-
(89.25)	400.00	251.75	(148.25)
1,185.64	1,970.00	2,693.70	723.70
-	55.00	54.10	(0.90)
-	-	-	-
-	-	20.25	20.25
1,494.04	###	###	1,211.55

	YEAR TO DATE		
Variance	Profile Budget	Actuals	Variance
£	£	£	£
(280.41)	35,000.00	37,494.30	(2,494.30)
90.00	240.00	190.00	50.00
(31.29)	138.71	70.00	68.71
-	48.29	48.29	-
(13.00)	98.78	21.29	77.49
-	-	-	-

14.00	1,710.00	1,648.00	62.00
(4.63)	240.00	280.51	(40.51)
120.00	480.00	532.44	(52.44)
(9.59)	444.09	164.78	279.31
76.77	720.00	635.40	84.60
45.76	440.00	356.77	83.23
150.00	200.00	63.96	136.04
9.48	750.00	539.21	210.79
-	-	-	-
-	250.00	248.04	1.96
35.00	140.00	70.75	69.25
41.81	500.00	578.44	(78.44)
(9.07)	266.16	174.11	92.05
(328.54)	420.00	411.54	8.46
(93.71)	###	###	(1,441.80)

23,891.84
(1,739.09)
22,152.75

22.80
12,129.94
10,000.01
22,152.75

-

13,288.42
13,134.90

26,423.32

9,632.01

9,401.76

230.25

14,491.39

13,134.90

1,356.49

r **2019**

FORECAST		
Annual Budget £	Forecast £	Variance £
20,300.00	20,529.35	229.35
107,904.04	107,904.04	-
-	-	-
-	-	-
-	-	-
1,100.00	1,100.00	-
2,730.00	2,730.00	-
55.00	55.00	-
-	-	-
-	-	-
###	###	229.35

FORECAST		
Annual Budget £	Forecast £	Variance £
103,400.00	104,985.84	(1,585.84)
288.00	288.00	-
138.71	138.71	-
48.29	48.29	-
128.78	128.78	-
-	-	-

3,452.50	3,452.50	-
933.07	933.07	-
874.48	874.48	-
444.09	444.09	-
1,229.93	1,229.93	-
779.45	779.45	-
600.00	600.00	-
1,288.58	1,288.58	-
901.48	901.48	-
530.00	530.00	-
547.22	547.22	-
612.97	612.97	-
266.16	266.16	-
1,133.94	1,133.94	-
###	### (1,585.84)	

Expenditure**December 2019**

DATE			Description	REF	Wages	Training
12	12	19	Hope Findel Education			
12	12	19	Emma Rylands DBS			
16	12	19	Tea Towels			
16	12	19	Distinct Disposables			
16	12	19	BW Uniform			
16	12	19	Crackerjacks Donation			
16	12	19	Hall Hire			
23	12	19	NEST		265.57	
27	12	19	Payroll		7,922.69	
27	12	19	B.T.			
27	12	19	Barclay Card			
30	12	19	HMRC		1,092.15	
31	12	19	Petty Cash			
	12	19				
TOTAL					9,280.41	0.00

FORECAST

104,985.84

288.00

Income**December 2019**

DATE			Fees	Nursery Grant
2	12	19	Arabella Irvine	22.00
2	12	19	Blacke Welham	68.00
3	12	19	Florence Fossey	24.00
3	12	19	West N & J	
4	12	19	Happy Tiddle	
5	12	19	Avaya Dickson	8.00
6	12	19	Bank Giro 044000	
6	12	19	Bank Giro 043000	580.80
6	12	19	Bank Giro 042000	
11	12	19	Lily Wood	33.00

12 12 19	Lottie		3.75	
16 12 19	Bedford Borough			3,136.98
19 12 19	Rea Stewart		67.75	
19 12 19	Isabelle Chambers		12.75	
20 12 19	Arabella Irvine		2.50	
12 19	Daisy Button		3.75	
12 19	Blake Welham		68.00	
24 12 19	Bank Giro 047000		-	
12 19	Bank Giro 046000		2.75	
12 19	Bank Giro 045000		-	
27 12 19	Bedford Borough			2,742.00
12 19				
12 19				
12 19				
12 19				
12 19				
12 19				
12 19				
12 19				
12 19				
12 19				
12 19				
12 19				
12 19				
TOTAL			897.05	5,878.98

FORECAST

20,529.35

###

Staff Costs				Pre
Staff Uniform	Staff Recruitment	DBS	Other	Rent
		13.00		
70.00				
				586.00
70.00	0.00	13.00	0.00	586.00

138.71 48.29 128.78 0.00 3,452.50

Training Refund	Staff Uniform	Children Uniform	Fundraising	Grants
			4.00	
			30.00	
			596.50	
		10.75		
			1,581.09	

0.00	0.00	10.75	2,585.64	0.00
-------------	-------------	--------------	-----------------	-------------

0.00 1,100.00

2,730.00

0.00

Expenditures	Children Equipment & Materials				
Equipment /Repair Kitchen items	Equipment & toys	Materials	Food / Drink	General stationery etc	Payroll
55.73					
8.90		33.68	123.23	61.98	
				2.26	
64.63	0.00	33.68	123.23	64.24	0.00

933.07	874.48	444.09	1,229.93	779.45	600.00
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[illegible]

Administration				Fundraising			
B.T./Internet/Website	Insurance	Subs Ofsted	Other	Cost incurred in fund raising	Cost of Uniform	Cost of Items Purchased	
						118.54	
						210.00	
					9.07		
				199.00			
80.52							
				259.19			
80.52	0.00	0.00	0.00	458.19	9.07	328.54	

1,288.58 901.48 530.00 547.22 612.97 266.16 1,133.94

TOTAL
TOTAL
118.54
13.00
210.00
55.73
79.07
199.00
586.00
265.57
7,922.69
80.52
486.98
1,092.15
2.26
-
-
11,111.51

250.14

11,111.51 -

| 119,183.49 |

TOTAL
22.00
68.00
24.00
4.00
30.00
8.00
596.50
591.55
1,581.09
33.00

3.75
3,136.98
67.75
12.75
2.50
3.75
68.00
63.57
41.23
272.00
2,742.00
-
-
-
-
-
-
-
-
-
-
-
-
-
-
-
9,372.42

9,372.42 -

| 132,318.39 |

INCOME

	MONTHLY	
	Budget £	Actuals £
Income		
Fees & Grants		
Fees	4,800.00	4,948.25
Nursery Education Grant	9,975.90	9,975.90
Grants	-	-
Staff Reinbursements		
Training Re-imburement	-	-
Staff Uniform	-	-
Fundraising		
Children Uniform	100.00	28.00
General Fundraising	190.00	4.00
Donations	-	-
Other		
Interest	-	-
Miscellaneous	-	-
Total	15,065.90	14,956.15

	MONTHLY	
	Budget £	Actuals £
Expenditure		
Staff		
Wages	9500.00	9,364.31
Training	48.00	95.00
Staff Uniform	0.00	-
Staff Recruitment	0.00	-
Debarment Disclosure	0.00	16.20
Other Staff Costs	0.00	-
Premises		

Rent	400.00	393.50
Equipment /Repair	60.00	177.85
Equipment & Materials		
Equipment	120.00	133.21
Materials	0.00	30.16
Consumables		
Food / Drink	160.00	115.40
Administration		
General	110.00	48.45
Payroll	0.00	138.60
B.T./Internet	90.00	80.52
Insurance	0.00	-
Subs/Ofstead	0.00	35.00
Miscellaneous	35.00	24.18
Fundraising		
Cost incurred in fund rais	0	-
Cost of Uniform	0	-
Cost of Items Purchased	0	297.60
Total	10,523.00	10,949.98

Summary

Opening funds as at 1 January 2020

Surplus / (Deficit) for the month

Closing Funds as at 31 January 2020

FUNDS HELD

Petty Cash (General)

Bank

Reserves

TOTAL

FORECAST FUNDS AT YEAR END

Opening funds as at 1 September 2019

Surplus / (Deficit) at the end of the year

Estimated Closing Funds as at 31 August 2020

YEAR TO DATE BUDGET Vs. ACTUALS

Budget

Actuals

Surplus / (Deficit) against Budget

ANNUAL FORECAST Vs BUDGET

Budget

Actuals

Forecast Surplus / (Deficit) vs Budget

Bizzy Bees Pre-School
Income & Expenditure Account as at 31 January

Variance £	YEAR TO DATE		
	Budget £	Actuals £	Variance £
148.25	15,300.00	16,064.40	764.40
-	48,768.94	48,769.54	0.60
-	-	-	-
-	-	-	-
-	-	-	-
(72.00)	500.00	279.75	(220.25)
(186.00)	2,160.00	2,697.70	537.70
-	55.00	54.10	(0.90)
-	-	-	-
-	-	20.25	20.25
(109.75)	###	###	1,101.80

Variance £	YEAR TO DATE		
	Profile Budget £	Actuals £	Variance £
135.69	44,500.00	46,858.61	(2,358.61)
(47.00)	288.00	285.00	3.00
-	138.71	70.00	68.71
-	48.29	48.29	-
(16.20)	98.78	37.49	61.29
-	-	-	-

6.50	2,110.00	2,041.50	68.50
(117.85)	300.00	458.36	(158.36)
(13.21)	600.00	665.65	(65.65)
(30.16)	444.09	194.94	249.15
44.60	880.00	750.80	129.20
61.55	550.00	405.22	144.78
(138.60)	200.00	202.56	(2.56)
9.48	840.00	619.73	220.27
-	-	-	-
(35.00)	250.00	283.04	(33.04)
10.82	175.00	94.93	80.07
-	500.00	578.44	(78.44)
-	266.16	174.11	92.05
(297.60)	420.00	709.14	(289.14)
(426.98)	###	###	(1,868.78)

22,152.75
4,006.17
26,158.92

22.80	
16,136.11	
10,000.01	
26,158.92	-

13,268.42
13,134.90

26,403.32

14,174.91

13,407.93

766.98

14,491.39

13,134.90

1,356.49

2020

FORECAST		
Annual Budget £	Forecast £	Variance £
20,300.00	20,529.35	229.35
107,904.04	107,904.04	-
-	-	-
-	-	-
-	-	-
1,100.00	1,100.00	-
2,730.00	2,730.00	-
55.00	55.00	-
-	-	-
-	-	-
###	###	229.35

FORECAST		
Annual Budget £	Forecast £	Variance £
103,400.00	104,985.84	(1,585.84)
288.00	288.00	-
138.71	138.71	-
48.29	48.29	-
128.78	128.78	-
-	-	-

3,452.50	3,452.50	-
933.07	933.07	-
874.48	874.48	-
444.09	444.09	-
1,229.93	1,229.93	-
779.45	779.45	-
600.00	600.00	-
1,288.58	1,288.58	-
901.48	901.48	-
530.00	530.00	-
547.22	547.22	-
612.97	612.97	-
266.16	266.16	-
1,133.94	1,133.94	-
###	### (1,585.84)	

Expenditure

January 2020

					Staff		
DATE			Description	REF	Wages	Training	Staff Uniform
16	1	20	EYA Payroll fees	01.01			
24	1	20	Coop Food	01.02			
24	1	20	See below	01.03			
24	1	20	Bank charges	01.04			
27	1	20	Staff 1st aid cou	01.05		95.00	
27	1	20	Mem Hall Hire	01.06			
27	1	20	Wages	01.07	8,053.38		
27	1	20	BT	01.08			
27	1	20	Barclaycard	01.09			
28	1	20	NICs	01.10	732.70		
28	1	20	PAYE TAX	01.11	322.40		
28	1	20	NEST Pension	01.12	255.83		
31	1	20	Printer Svs (Dec	01.13			
31	1	20	Nexus SEN reso	01.14			
31	1	20	Disposables	01.15			
31	1	20	Ofsted Subs	01.16			
31	1	20	Petty Cash	None			
	1	20					
	1	20					
TOTAL					9,364.31	95.00	0.00

FORECAST

104,985.84

288.00

138.71

Income

January 2020

DATE				Fees	Nursery Grant	Training Refund
24	1	20	refund of overpaid fees (01.03	(194.50)	
13	1	20	MR tea towel			
13	1	20	RS fees		25.50	
14	1	20	JS fees		185.00	
14	1	20	HL fees		156.00	
16	1	20	TOB Fees		200.00	
17	1	20	WB fees		156.00	

20	1	20	BBC Spring gran	Cr02		9,975.90	
20	1	20	JK Fees		201.00		
20	1	20	ES fees		106.25		
21	1	20	LWS fees		256.50		
21	1	20	OL fees		205.00		
21	1	20	OR fees		156.00		
21	1	20	LB fees		65.00		
22	1	20	AI fees		45.00		
23	1	20	MM fees		324.00		
23	1	20	JS fees - overpaid!		302.00		
23	1	20	AD fees		145.50		
24	1	20	IG fees		252.00		
24	1	20	DB fees		357.00		
24	1	20	MR fees		145.50		
24	1	20	HW fees		156.00		
24	1	20	TC fees		201.00		
24	1	20	RS fees		169.00		
27	1	20	TW fees		210.00		
28	1	20	IG fees		4.50		
28	1	20	HW Uniform	Cr03			
28	1	20	RoS fees		156.00		
28	1	20	IG Uniform				
28	1	20	TOB fees		201.00		
30	1	20	Bank Giro 048000		762.00		
	1	20					
	1	20					
	1	20					
TOTAL					4,948.25	9,975.90	0.00

FORECAST

20,529.35

###

0.00

f Costs			Premises	
Staff Recruitment	DBS	Other	Rent	Equipment /Repair Kitchen items
			393.50	
	16.20			19.46
				158.39
0.00	16.20	0.00	393.50	177.85

48.29 128.78 0.00 3,452.50 933.07

Staff Uniform	Children Uniform	Fundraising	Grants	Donations
		4.00		

[illegible]

874.48 444.09 1,229.93 779.45 600.00 ###

[illegible]

[illegible]

0.00

0.00

Administration			Fundraising			
Insurance	Subs Ofsted	Other	Cost incurred in fund raising	Cost of Uniform	Cost of Items Purchased	
		10.13				
		14.05				
					297.60	
	35.00					
0.00	35.00	24.18	0.00	0.00	297.60	

901.48 530.00 547.22 612.97 266.16 1,133.94

TOTAL
TOTAL
138.60
27.85
-
10.13
95.00
393.50
8,053.38
80.52
335.03
732.70
322.40
255.83
14.05
297.60
158.39
35.00
-
-
-
10,949.98

10,949.98

-

###

TOTAL
(194.50)
4.00
25.50
185.00
156.00
200.00
156.00

9,975.90
201.00
106.25
256.50
205.00
156.00
65.00
45.00
324.00
302.00
145.50
252.00
357.00
145.50
156.00
201.00
169.00
210.00
4.50
16.50
156.00
11.50
201.00
762.00
-
-
-
14,956.15

14,956.15

-

| ### |

Bizzy Bees Pre-School
Income & Expenditure Account as at 29 February 2020

INCOME

	MONTHLY			YEAR TO DATE			FORECAST		
	Budget £	Actuals £	Variance £	Budget £	Actuals £	Variance £	Annual Budget £	Forecast £	Variance £
Income									
Fees & Grants									
Fees	-	1,796.50	1,796.50	15,300.00	17,860.90	2,560.90	20,300.00	20,529.35	229.35
Nursery Education Grant	10,733.74	10,733.74	-	59,502.68	59,503.28	0.60	107,904.04	107,904.04	-
Grants	-	-	-	-	-	-	-	-	-
Staff Reimbursements									
Training Re-imbursement	-	-	-	-	-	-	-	-	-
Staff Uniform	-	-	-	-	-	-	-	-	-
Fundraising									
Children Uniform	100.00	29.25	(70.75)	600.00	309.00	(291.00)	1,100.00	1,100.00	-
General Fundraising	190.00	-	(190.00)	2,350.00	2,697.70	347.70	2,730.00	2,730.00	-
Donations	-	-	-	55.00	54.10	(0.90)	55.00	55.00	-
Other									
Interest	-	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	20.25	20.25	-	-	-
Total	11,023.74	12,559.49	1,535.75	###	###	2,637.55	###	###	229.35

	MONTHLY			YEAR TO DATE			FORECAST		
	Budget £	Actuals £	Variance £	Profile Budget £	Actuals £	Variance £	Annual Budget £	Forecast £	Variance £
Expenditure									
Staff									
Wages	9000.00	9,413.27	(413.27)	53,500.00	56,271.88	(2,771.88)	103,400.00	104,985.84	(1,585.84)
Training	0.00	3.00	(3.00)	288.00	288.00	-	288.00	288.00	-
Staff Uniform	0.00	-	-	138.71	70.00	68.71	138.71	138.71	-
Staff Recruitment	0.00	-	-	48.29	48.29	-	48.29	48.29	-
Debarment Disclosure	0.00	13.00	(13.00)	98.78	50.49	48.29	128.78	128.78	-
Other Staff Costs	0.00	-	-	-	-	-	-	-	-
Premises									
Rent	580.00	550.00	30.00	2,690.00	2,591.50	98.50	3,452.50	3,452.50	-
Equipment /Repair	60.00	88.38	(28.38)	360.00	546.74	(186.74)	933.07	933.07	-
Equipment & Materials									
Equipment	120.00	108.83	11.17	720.00	774.48	(54.48)	874.48	874.48	-
Materials	0.00	32.97	(32.97)	444.09	227.91	216.18	444.09	444.09	-
Consumables									
Food / Drink	160.00	174.45	(14.45)	1,040.00	925.25	114.75	1,229.93	1,229.93	-
Administration									
General	110.00	50.46	59.54	660.00	455.68	204.32	779.45	779.45	-
Payroll	0.00	-	-	200.00	202.56	(2.56)	600.00	600.00	-
B.T./Internet	90.00	80.68	9.32	930.00	700.41	229.59	1,288.58	1,288.58	-
Insurance	0.00	70.87	(70.87)	-	70.87	(70.87)	901.48	901.48	-
Subs/Ofstead	0.00	-	-	250.00	283.04	(33.04)	530.00	530.00	-
Miscellaneous	35.00	-	35.00	210.00	94.93	115.07	547.22	547.22	-
Fundraising									
Cost incurred in fund rais	0	-	-	500.00	578.44	(78.44)	612.97	612.97	-
Cost of Uniform	0	-	-	266.16	174.11	92.05	266.16	266.16	-
Cost of Items Purchased	0	424.80	(424.80)	420.00	1,133.94	(713.94)	1,133.94	1,133.94	-
Total	10,155.00	11,010.71	(855.71)	###	###	(2,724.49)	###	###	(1,585.84)

Summary

Opening funds as at 1 February 2020	26,158.92
Surplus / (Deficit) for the month	1,548.78
Closing Funds as at 29 February 2020	27,707.70

FUNDS HELD

Petty Cash (General)	16.10
Bank	14,691.59
Reserves	13,000.01
TOTAL	27,707.70

FORECAST FUNDS AT YEAR END

Opening funds as at 1 September 2019	13,268.42
Surplus / (Deficit) at the end of the year	13,134.90
Estimated Closing Funds as at 31 August 2020	26,403.32

YEAR TO DATE BUDGET Vs. ACTUALS

Budget	15,043.65
Actuals	14,956.71
Surplus / (Deficit) against Budget	86.94

ANNUAL FORECAST Vs BUDGET

Budget	14,491.39
Actuals	13,134.90
Forecast Surplus / (Deficit) vs Budget	1,356.49

Bizzy Bees Pre-School
Income & Expenditure Account as at 31 March 2020

INCOME

	MONTHLY			YEAR TO DATE			FORECAST		
	Budget £	Actuals £	Variance £	Budget £	Actuals £	Variance £	Annual Budget £	Forecast £	Variance £
Income									
Fees & Grants									
Fees	5,000.00	4,269.25	(730.75)	20,300.00	22,130.15	1,830.15	20,300.00	20,529.35	229.35
Nursery Education Grant	8,029.12	8,029.12	-	67,531.80	67,532.40	0.60	107,904.04	107,904.04	-
Grants	-	-	-	-	-	-	-	-	-
Staff Reimbursements									
Training Re-imbursement	-	-	-	-	-	-	-	-	-
Staff Uniform	-	-	-	-	-	-	-	-	-
Fundraising									
Children Uniform	100.00	-	(100.00)	700.00	309.00	(391.00)	1,100.00	1,100.00	-
General Fundraising	190.00	14.02	(175.98)	2,540.00	2,711.72	171.72	2,730.00	2,730.00	-
Donations	-	1.25	1.25	55.00	55.35	0.35	55.00	55.00	-
Other									
Interest	-	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	20.25	20.25	-	-	-
Total	13,319.12	12,313.64	(1,005.48)	###	###	1,632.07	###	###	229.35

	MONTHLY			YEAR TO DATE			FORECAST		
	Budget £	Actuals £	Variance £	Profile Budget £	Actuals £	Variance £	Annual Budget £	Forecast £	Variance £
Expenditure									
Staff									
Wages	9500.00	9,824.27	(324.27)	63,000.00	66,096.15	(3,096.15)	103,400.00	104,985.84	(1,585.84)
Training	0.00	-	-	288.00	288.00	-	288.00	288.00	-
Staff Uniform	0.00	-	-	138.71	70.00	68.71	138.71	138.71	-
Staff Recruitment	0.00	-	-	48.29	48.29	-	48.29	48.29	-
Debarment Disclosure	0.00	48.29	(48.29)	98.78	98.78	-	128.78	128.78	-
Other Staff Costs	0.00	-	-	-	-	-	-	-	-
Premises									
Rent	450.00	421.00	29.00	3,140.00	3,012.50	127.50	3,452.50	3,452.50	-
Equipment /Repair	60.00	30.60	29.40	420.00	577.34	(157.34)	933.07	933.07	-
Equipment & Materials									
Equipment	120.00	-	120.00	840.00	774.48	65.52	874.48	874.48	-
Materials	0.00	116.18	(116.18)	444.09	344.09	100.00	444.09	444.09	-
Consumables									
Food / Drink	0.00	204.68	(204.68)	1,040.00	1,129.93	(89.93)	1,229.93	1,229.93	-
Administration									
General	119.45	107.44	12.01	779.45	563.12	216.33	779.45	779.45	-
Payroll	150.00	147.72	2.28	350.00	350.28	(0.28)	600.00	600.00	-
B.T./Internet	200.00	304.39	(104.39)	1,130.00	1,004.80	125.20	1,288.58	1,288.58	-
Insurance	0.00	-	-	-	70.87	(70.87)	901.48	901.48	-
Subs/Ofstead	0.00	-	-	250.00	283.04	(33.04)	530.00	530.00	-
Miscellaneous	35.00	158.86	(123.86)	245.00	253.79	(8.79)	547.22	547.22	-
Fundraising									
Cost incurred in fund rais	112.97	34.53	78.44	612.97	612.97	-	612.97	612.97	-
Cost of Uniform	0	70.61	(70.61)	266.16	244.72	21.44	266.16	266.16	-
Cost of Items Purchased	0	-	-	420.00	1,133.94	(713.94)	1,133.94	1,133.94	-
Total	10,747.42	11,468.57	(721.15)	###	###	(3,445.64)	###	###	(1,585.84)

Summary

Opening funds as at 1 March 2020	27,707.70
Surplus / (Deficit) for the month	845.07
Closing Funds as at 31 March 2020	28,552.77

FUNDS HELD

Petty Cash (General)	16.10
Bank	15,536.66
Reserves	13,000.01
TOTAL	28,552.77

FORECAST FUNDS AT YEAR END

Opening funds as at 1 September 2019	13,268.42
Surplus / (Deficit) at the end of the year	13,134.90
Estimated Closing Funds as at 31 August 2020	26,403.32

YEAR TO DATE BUDGET Vs. ACTUALS

Budget	17,615.35
Actuals	15,801.78
Surplus / (Deficit) against Budget	1,813.57

ANNUAL FORECAST Vs BUDGET

Budget	14,491.39
Actuals	13,134.90
Forecast Surplus / (Deficit) vs Budget	1,356.49

Expenditure

March 2020

[illegible]

	3	20				
	3	20	PETTY CASH			
	3	20				
TOTAL					9,824.27	0.00

FORECAST

104,985.84 288.00

Income

March 2020

[illegible]

	3	19				
	3	19				
	3	19				
	3	19				
	3	19				
	3	19				
	3	19				
	3	19				
TOTAL					4,269.25	8,029.12

FORECAST

20,529.35

###

[illegible]

0.00	0.00	0.00	14.02	0.00	1.25

0.00 0.00 1,100.00 2,730.00 0.00 55.00

[illegible]

0.00	0.00

0.00

0.00

-
-
-
-
-
-
-
-
###

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-

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Bizzy Bees Pre-School
Income & Expenditure Account as at 30 April 2020

INCOME

	MONTHLY			YEAR TO DATE			FORECAST		
	Budget £	Actuals £	Variance £	Budget £	Actuals £	Variance £	Annual Budget £	Forecast £	Variance £
Income									
Fees & Grants									
Fees	-	23.00	23.00	20,300.00	22,153.15	1,853.15	20,300.00	20,529.35	229.35
Nursery Education Grant	24,372.24	24,372.24	-	91,904.04	91,904.64	0.60	107,904.04	107,904.04	-
Grants	-	-	-	-	-	-	-	-	-
Staff Reimbursements									
Training Re-imbursement	-	-	-	-	-	-	-	-	-
Staff Uniform	-	-	-	-	-	-	-	-	-
Fundraising									
Children Uniform	100.00	-	(100.00)	800.00	309.00	(491.00)	1,100.00	1,100.00	-
General Fundraising	190.00	-	(190.00)	2,730.00	2,711.72	(18.28)	2,730.00	2,730.00	-
Donations	-	-	-	55.00	55.35	0.35	55.00	55.00	-
Other									
Interest	-	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	20.25	20.25	-	-	-
Total	24,662.24	24,395.24	(267.00)	###	###	1,365.07	###	###	229.35

	MONTHLY			YEAR TO DATE			FORECAST		
	Budget £	Actuals £	Variance £	Profile Budget £	Actuals £	Variance £	Annual Budget £	Forecast £	Variance £
Expenditure									
Staff									
Wages	9400.00	9,575.61	(175.61)	72,400.00	75,671.76	(3,271.76)	103,400.00	104,985.84	(1,585.84)
Training	0.00	-	-	288.00	288.00	-	288.00	288.00	-
Staff Uniform	0.00	68.71	(68.71)	138.71	138.71	-	138.71	138.71	-
Staff Recruitment	0.00	-	-	48.29	48.29	-	48.29	48.29	-
Debarment Disclosure	0.00	-	-	98.78	98.78	-	128.78	128.78	-
Other Staff Costs	0.00	-	-	-	-	-	-	-	-
Premises									
Rent	312.50	440.00	(127.50)	3,452.50	3,452.50	-	3,452.50	3,452.50	-
Equipment /Repair	60.00	55.73	4.27	480.00	633.07	(153.07)	933.07	933.07	-
Equipment & Materials									
Equipment	34.48	-	34.48	874.48	774.48	100.00	874.48	874.48	-
Materials	0.00	-	-	444.09	344.09	100.00	444.09	444.09	-
Consumables									
Food / Drink	0.00	-	-	1,040.00	1,129.93	(89.93)	1,229.93	1,229.93	-
Administration									
General	0.00	16.33	(16.33)	779.45	579.45	200.00	779.45	779.45	-
Payroll	0.00	-	-	350.00	350.28	(0.28)	600.00	600.00	-
B.T./Internet	56.58	56.39	0.19	1,186.58	1,061.19	125.39	1,288.58	1,288.58	-
Insurance	0.00	830.61	(830.61)	-	901.48	(901.48)	901.48	901.48	-
Subs/Ofstead	0.00	-	-	250.00	283.04	(33.04)	530.00	530.00	-
Miscellaneous	35.00	93.43	(58.43)	280.00	347.22	(67.22)	547.22	547.22	-
Fundraising									
Cost incurred in fund rais	0	-	-	612.97	612.97	-	612.97	612.97	-
Cost of Uniform	0	21.44	(21.44)	266.16	266.16	-	266.16	266.16	-
Cost of Items Purchased	153.94	-	153.94	573.94	1,133.94	(560.00)	1,133.94	1,133.94	-
Total	10,052.50	11,158.25	(1,105.75)	###	###	(4,551.39)	###	###	(1,585.84)

Summary

Opening funds as at 1 April 2020	28,552.77
Surplus / (Deficit) for the month	13,236.99
Closing Funds as at 30 April 2020	41,789.76

FUNDS HELD

Petty Cash (General)	16.10
Bank	28,773.65
Reserves	13,000.01
TOTAL	41,789.76

FORECAST FUNDS AT YEAR END

Opening funds as at 1 September 2019	13,268.42
Surplus / (Deficit) at the end of the year	13,134.90
Estimated Closing Funds as at 31 August 2020	26,403.32

YEAR TO DATE BUDGET Vs. ACTUALS

Budget	32,225.09
Actuals	29,038.77
Surplus / (Deficit) against Budget	3,186.32

ANNUAL FORECAST Vs BUDGET

Budget	14,491.39
Actuals	13,134.90
Forecast Surplus / (Deficit) vs Budget	1,356.49

Expenditure**April 2020**

DATE			Description	REF	Wages
1	4	20	Disposables	04.01	
20	4	20	Bank charges	04.02	
22	4	20	BT	04.03	
27	4	20	Wages (excl CG)	04.04	8,485.28
27	4	20	EYA Annual Insurance charge	04.05	
27	4	20	BARCLAYCARD - Home Printer	04.06	
28	4	20	NICs	04.07	606.38
28	4	20	PAYE Tax	04.08	245.20
29	4	20	Pension	04.09	238.75
30	4	20	Printer Services Mar	04.10	
30	4	20	Hall hire	04.11	
30	4	20	Uniform	04.12	
	4	20			
	4	20			
	4	20	PETTY CASH - no change		
	4	20			
		20			
TOTAL					9,575.61

FORECAST

104,985.84

Income**April 2020**

DATE				Fees
1	4	20	OB final late fees payment	23.00
20	4	20	60% of estimated Summer term funding to cover Apr, May, Jun	
	4	20		
	4	20		
	4	20		

Staff Costs				
Training	Staff Uniform	Staff Recruitment	DBS	Other
	68.71			
0.00	68.71	0.00	0.00	0.00

288.00	138.71	48.29	128.78	0.00
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Nursery Grant	Training Re-imbursement	Staff Uniform	Children Uniform	Fundraising
###				

###	0.00	0.00	0.00	0.00

0.00 0.00 1,100.00 2,730.00

Premises		Children Equipment & Materials		
Rent	Equipment /Repair Kitchen items	Equipment & toys	Materials	Food / Drink
	55.73			
440.00				
440.00	55.73	0.00	0.00	0.00

3,452.50 933.07 874.48 444.09 1,229.93

Grants	Donations	Interest	Other

Administration						F
General stationary y etc	Payroll	B.T./Inter net/Web site	Insurance	Subs Ofsted	Other	Cost incurred in fund raising
					7.88	
		56.39				
			###			
16.33						
					85.55	
16.33	0.00	56.39	830.61	0.00	93.43	0.00

779.45 600.00 1,288.58 901.48 530.00 547.22 612.97

Fundraising		TOTAL
Cost of Uniform	Cost of Items Purchased	
		55.73
		7.88
		56.39
		###
		830.61
		16.33
		606.38
		245.20
		238.75
		85.55
		440.00
21.44		90.15
		-
		-
		-
		-
21.44	0.00	###

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266.16 1,133.94 | ###

TOTAL
23.00
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Bizzy Bees Pre-School
Income & Expenditure Account as at 31 May 2020

INCOME

	MONTHLY			YEAR TO DATE			FORECAST		
	Budget £	Actuals £	Variance £	Budget £	Actuals £	Variance £	Annual Budget £	Forecast £	Variance £
Income									
Fees & Grants									
Fees	-	200.00	200.00	20,300.00	22,353.15	2,053.15	20,300.00	22,252.65	1,952.65
Nursery Education Grant	-	4,442.04	4,442.04	91,904.04	96,346.68	4,442.64	107,904.04	118,418.03	10,513.99
Grants	-	-	-	-	-	-	-	1,000.00	1,000.00
Staff Reimbursements									
Training Re-imbursement	-	-	-	-	-	-	-	-	-
Staff Uniform	-	-	-	-	-	-	-	-	-
Fundraising									
Children Uniform	100.00	-	(100.00)	900.00	309.00	(591.00)	1,100.00	1,100.00	-
General Fundraising	-	-	-	2,730.00	2,711.72	(18.28)	2,730.00	2,730.00	-
Donations	-	-	-	55.00	55.35	0.35	55.00	55.35	0.35
Other									
Interest	-	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	20.25	20.25	-	20.25	20.25
Total	100.00	4,642.04	4,542.04	###	###	5,907.11	###	###	13,487.24

	MONTHLY			YEAR TO DATE			FORECAST		
	Budget £	Actuals £	Variance £	Profile Budget £	Actuals £	Variance £	Annual Budget £	Forecast £	Variance £
Expenditure									
Staff									
Wages	9000.00	6,320.20	2,679.80	81,400.00	81,991.96	(591.96)	103,400.00	129,659.03	(26,259.03)
Training	0.00	-	-	288.00	288.00	-	288.00	288.00	-
Staff Uniform	0.00	-	-	138.71	138.71	-	138.71	138.71	-
Staff Recruitment	0.00	-	-	48.29	48.29	-	48.29	-	48.29
Debarment Disclosure	0.00	-	-	98.78	98.78	-	128.78	48.29	80.49
Other Staff Costs	0.00	-	-	-	-	-	-	128.78	(128.78)
Premises									
Rent	0.00	-	-	3,452.50	3,452.50	-	3,452.50	558.50	2,894.00
Equipment /Repair	100.00	-	100.00	580.00	633.07	(53.07)	933.07	3,452.50	(2,519.43)
Equipment & Materials									
Equipment	0.00	-	-	874.48	774.48	100.00	874.48	933.07	(58.59)
Materials	0.00	-	-	444.09	344.09	100.00	444.09	874.48	(430.39)
Consumables									
Food / Drink	0.00	-	-	1,040.00	1,129.93	(89.93)	1,229.93	444.09	785.84
Administration									
General	0.00	-	-	779.45	579.45	200.00	779.45	1,229.93	(450.48)
Payroll	0.00	-	-	350.00	350.28	(0.28)	600.00	779.45	(179.45)
B.T./Internet	0.00	56.39	(56.39)	1,186.58	1,117.58	69.00	1,288.58	600.00	688.58
Insurance	790.00	-	790.00	790.00	901.48	(111.48)	901.48	1,288.58	(387.10)
Subs/Ofstead	280.00	-	280.00	530.00	283.04	246.96	530.00	901.48	(371.48)
Miscellaneous	35.00	-	35.00	315.00	347.22	(32.22)	547.22	530.00	17.22
Fundraising									
Cost incurred in fund rais	0	-	-	612.97	612.97	-	612.97	547.22	65.75
Cost of Uniform	0	-	-	266.16	266.16	-	266.16	612.97	(346.81)
Cost of Items Purchased	140	-	140.00	713.94	1,133.94	(420.00)	1,133.94	266.16	867.78
Total	10,345.00	6,376.59	3,968.41	93,908.95	94,491.93	(582.98)	###	###	###

Summary

Opening funds as at 1 May 2020	41,789.76
Surplus / (Deficit) for the month	(1,734.55)
Closing Funds as at 30 May 2020	40,055.21

FUNDS HELD

Petty Cash (General)	16.10
Bank	27,039.10
Reserves	13,000.01
TOTAL	40,055.21

FORECAST FUNDS AT YEAR END	
Opening funds as at 1 September 2019	13,268.42
Surplus / (Deficit) at the end of the year	2,295.04
Estimated Closing Funds as at 31 August 2020	15,563.46

YEAR TO DATE BUDGET Vs. ACTUALS

Budget	21,980.09
Actuals	27,304.22
Surplus / (Deficit) against Budget	(5,324.13)

ANNUAL FORECAST Vs BUDGET

Budget	14,491.39
Actuals	2,295.04
Forecast Surplus / (Deficit) vs Budget	12,196.35

Expenditure**May 2020**

DATE			Description	REF	Wages
6	5	20	NEST Pension REFUND	Cr02	(22.22)
27	5	20	Wages	05.01	7,218.98
27	5	20	PAYE tax	05.02	71.00
27	5	20	NICs	05.03	335.48
27	5	20	BT	05.04	
.	5	20	Barclaycard £0	n/a	
29	5	20	Pension	05.05	166.27
6	5	20	April CJRS Grant	Cr03	(1,449.31)
	5	20			
	5	20			
	5	20			
	5	20	PETTY CASH no change		
	5	20			
	5	20			
TOTAL					6,320.20

FORECAST

129,659.03

Income**May 2020**

DATE				Fees
4	5	20	Add Needs summer funding	Cr01
6	5	20	NEST pension refund - SEE ABO	Cr02
6	5	20	April CJRS Grant - see above	Cr03
26	5	20	MM Fees (late payment)	Fees
	5	20		
	5	20		
	5	20		
	5	20		
TOTAL				200.00

FORECAST

22,252.65

Staff Costs					Prem
Training	Staff Uniform	Staff Recruitment	DBS	Other	Rent
0.00	0.00	0.00	0.00	0.00	0.00

288.00 138.71 0.00 48.29 128.78 558.50

Nursery Grant	Training Reimbursement	Staff Uniform	Children Uniform	Fundraising	Grants
4,442.04					
4,442.04	0.00	0.00	0.00	0.00	0.00

118,418.03 0.00 0.00 1,100.00 2,730.00 1,000.00

Uses	Children Equipment & Material			Administrative		
Equipment /Repair Kitchen items	Equipment & toys	Materials	Food / Drink	General stationary etc	Payroll	B.T./Internet/ Web site
						56.39
0.00	0.00	0.00	0.00	0.00	0.00	56.39

3,452.50 933.07 874.48 444.09 1,229.93 779.45 600.00

Donations	Interest	Other
0.00	0.00	0.00

55.35 0.00 20.25

tration			Fundraising		
Insurance	Subs Ofsted	Other	Cost incurred in fund raising	Cost of Uniform	Cost of Items Purchased
0.00	0.00	0.00	0.00	0.00	0.00

1,288.58 901.48 530.00 547.22 612.97 266.16

TOTAL
(22.22)
7,218.98
71.00
335.48
56.39
-
166.27
(1,449.31)
-
-
-
-
-
6,376.59

0

0

| 143,281.24 |

TOTAL
4,442.04
-
-
200.00
-
-
-
-
4,642.04

-

-

| 145,576.28 |

Bizzy Bees Pre-School
Income & Expenditure Account as at 30 June 2020

INCOME

	MONTHLY			YEAR TO DATE			FORECAST		
	Budget £	Actuals £	Variance £	Budget £	Actuals £	Variance £	Annual Budget £	Forecast £	Variance £
Income									
Fees & Grants									
Fees	-	-	-	20,300.00	22,353.15	2,053.15	20,300.00	20,529.35	229.35
Nursery Education Grant	-	-	-	91,904.04	96,346.68	4,442.64	107,904.04	107,904.04	-
Grants	-	-	-	-	-	-	-	-	-
Staff Reimbursements									
Training Re-imbursement	-	-	-	-	-	-	-	-	-
Staff Uniform	-	-	-	-	-	-	-	-	-
Fundraising									
Children Uniform	100.00	-	(100.00)	1,000.00	309.00	(691.00)	1,100.00	1,100.00	-
General Fundraising	-	-	-	2,730.00	2,711.72	(18.28)	2,730.00	2,730.00	-
Donations	-	-	-	55.00	55.35	0.35	55.00	55.00	-
Other									
Interest	-	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	20.25	20.25	-	-	-
Total	100.00	-	(100.00)	###	###	5,807.11	###	###	229.35

	MONTHLY			YEAR TO DATE			FORECAST		
	Budget £	Actuals £	Variance £	Profile Budget £	Actuals £	Variance £	Annual Budget £	Forecast £	Variance £
Expenditure									
Staff									
Wages	6000.00	5,392.89	607.11	87,400.00	87,384.85	15.15	103,400.00	104,985.84	(1,585.84)
Training	0.00	-	-	288.00	288.00	-	288.00	288.00	-
Staff Uniform	0.00	-	-	138.71	138.71	-	138.71	138.71	-
Staff Recruitment	0.00	-	-	48.29	48.29	-	48.29	48.29	-
Debarment Disclosure	0.00	-	-	98.78	98.78	-	128.78	128.78	-
Other Staff Costs	0.00	-	-	-	-	-	-	-	-
Premises									
Rent	0.00	-	-	3,452.50	3,452.50	-	3,452.50	3,452.50	-
Equipment /Repair	100.00	98.82	1.18	680.00	731.89	(51.89)	933.07	933.07	-
Equipment & Materials									
Equipment	0.00	148.42	(148.42)	874.48	922.90	(48.42)	874.48	874.48	-
Materials	0.00	-	-	444.09	344.09	100.00	444.09	444.09	-
Consumables									
Food / Drink	0.00	-	-	1,040.00	1,129.93	(89.93)	1,229.93	1,229.93	-
Administration									
General	0.00	-	-	779.45	579.45	200.00	779.45	779.45	-
Payroll	150.00	141.24	8.76	500.00	491.52	8.48	600.00	600.00	-
B.T./Internet	0.00	58.73	(58.73)	1,186.58	1,176.31	10.27	1,288.58	1,288.58	-
Insurance	111.48	-	111.48	901.48	901.48	-	901.48	901.48	-
Subs/Ofstead	0.00	260.93	(260.93)	530.00	543.97	(13.97)	530.00	530.00	-
Miscellaneous	90.00	-	90.00	405.00	347.22	57.78	547.22	547.22	-
Fundraising									
Cost incurred in fund rais	0	-	-	612.97	612.97	-	612.97	612.97	-
Cost of Uniform	0	-	-	266.16	266.16	-	266.16	266.16	-
Cost of Items Purchased	140	-	140.00	853.94	1,133.94	(280.00)	1,133.94	1,133.94	-
Total	6,591.48	6,101.03	490.45	###	###	(92.53)	###	###	(1,585.84)

Summary

Opening funds as at 1 June 2020	40,055.21
Surplus / (Deficit) for the month	(6,101.03)
Closing Funds as at 30 June 2020	33,954.18

FUNDS HELD

Petty Cash (General)	7.10
Bank	20,947.07
Reserves	13,000.01
TOTAL	33,954.18

FORECAST FUNDS AT YEAR END	
Opening funds as at 1 September 2019	13,268.42
Surplus / (Deficit) at the end of the year	13,134.90
Estimated Closing Funds as at 31 August 2020	26,403.32

YEAR TO DATE BUDGET Vs. ACTUALS

Budget	15,488.61
Actuals	21,203.19
Surplus / (Deficit) against Budget	(5,714.58)

ANNUAL FORECAST Vs BUDGET

Budget	14,491.39
Actuals	13,134.90
Forecast Surplus / (Deficit) vs Budget	1,356.49

Expenditure

June 2020

DATE			Description	REF		
					Wages	Training
3	6	20	May CJRS Claim	Cr01	(2,217.88)	
3	6	20	Nappy Bins Ann subs	06.01		
26	6	20	Wages June	06.02	7,066.18	
26	6	20	Pension	06.03	153.84	
26	6	20	Barclaycard	06.04		
29	6	20	Paye tax June	06.05	87.80	
29	6	20	NICs June	06.06	302.95	
29	6	20	Payroll Fees Apr-Jun	06.07		
29	6	20	BT	06.08		
	6	20				
	6	20				
	6	20				
	6	20	PETTY CASH			
	6	20				
TOTAL					5,392.89	0.00

FORECAST

104,985.84

288.00

Income

June 2020

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	6 20				
	6 20				
	6 20				
	6 20				
	6 20				
	6 20				
	6 20				
	6 20				
	6 20				
	6 20				
TOTAL				0.00	0.00

FORECAST

20,529.35 ###

Staff Costs				Premises	
Staff Uniform	Staff Recruitment	DBS	Other	Rent	Equipment /Repair Kitchen items
					89.82
					9.00
0.00	0.00	0.00	0.00	0.00	98.82

138.71	48.29	128.78	0.00	3,452.50	933.07
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Training Re-imbursemen t	Staff Uniform	Children Uniform	Fundraising	Grants	Donations

0.00	0.00	0.00	0.00	0.00	0.00

0.00

0.00

1,100.00

2,730.00

0.00

55.00

Children Equipment & Materials			Administration			
Equipment & toys	Materials	Food / Drink & Kitchen	General stationary etc	Payroll	B.T./Internet/Web site	Insurance
148.42						
				141.24		
					58.73	
148.42	0.00	0.00	0.00	141.24	58.73	0.00

874.48 444.09 1,229.93 779.45 600.00 1,288.58 901.48

Interest	Other

0.00	0.00

0.00

0.00

		Fundraising			TOTAL
Subscriptions incl Ofsted	Other	Cost incurred in fund raising	Cost of Uniform	Cost of Items Purchased	
					###
260.93					260.93
					###
					153.84
					238.24
					87.80
					302.95
					141.24
					58.73
					-
					-
					-
					9.00
					-
260.93	0.00	0.00	0.00	0.00	###

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Bizzy Bees Pre-School
Income & Expenditure Account as at 31 July 2020

INCOME

	MONTHLY			YEAR TO DATE			FORECAST		
	Budget £	Actuals £	Variance £	Budget £	Actuals £	Variance £	Annual Budget £	Forecast £	Variance £
Income									
Fees & Grants									
Fees	-	(100.50)	(100.50)	20,300.00	22,252.65	1,952.65	20,300.00	20,529.35	229.35
Nursery Education Grant	8,000.00	8,154.62	154.62	99,904.04	104,501.30	4,597.26	107,904.04	107,904.04	-
Grants	-	-	-	-	-	-	-	-	-
Staff Reimbursements									
Training Re-imbursement	-	-	-	-	-	-	-	-	-
Staff Uniform	-	-	-	-	-	-	-	-	-
Fundraising									
Children Uniform	100.00	24.28	(75.72)	1,100.00	333.28	(766.72)	1,100.00	1,100.00	-
General Fundraising	-	-	-	2,730.00	2,711.72	(18.28)	2,730.00	2,730.00	-
Donations	-	-	-	55.00	55.35	0.35	55.00	55.00	-
Other									
Interest	-	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	20.25	20.25	-	-	-
Total	8,100.00	8,078.40	(21.60)	###	###	5,785.51	###	###	229.35

	MONTHLY			YEAR TO DATE			FORECAST		
	Budget £	Actuals £	Variance £	Profile Budget £	Actuals £	Variance £	Annual Budget £	Forecast £	Variance £
Expenditure									
Staff									
Wages	8000.00	7,544.52	455.48	95,400.00	94,929.37	470.63	103,400.00	104,985.84	(1,585.84)
Training	0.00	-	-	288.00	288.00	-	288.00	288.00	-
Staff Uniform	0.00	68.71	(68.71)	138.71	207.42	(68.71)	138.71	138.71	-
Staff Recruitment	0.00	-	-	48.29	48.29	-	48.29	48.29	-
Debarment Disclosure	30.00	13.00	17.00	128.78	111.78	17.00	128.78	128.78	-
Other Staff Costs	0.00	-	-	-	-	-	-	-	-
Premises									
Rent	0.00	-	-	3,452.50	3,452.50	-	3,452.50	3,452.50	-
Equipment /Repair	253.07	33.99	219.08	933.07	765.88	167.19	933.07	933.07	-
Equipment & Materials									
Equipment	0.00	-	-	874.48	922.90	(48.42)	874.48	874.48	-
Materials	0.00	82.26	(82.26)	444.09	426.35	17.74	444.09	444.09	-
Consumables									
Food / Drink	189.93	-	189.93	1,229.93	1,129.93	100.00	1,229.93	1,229.93	-
Administration									
General	0.00	59.14	(59.14)	779.45	638.59	140.86	779.45	779.45	-
Payroll	0.00	-	-	500.00	491.52	8.48	600.00	600.00	-
B.T./Internet	102.00	59.22	42.78	1,288.58	1,235.53	53.05	1,288.58	1,288.58	-
Insurance	0.00	-	-	901.48	901.48	-	901.48	901.48	-
Subs/Ofstead	0.00	-	-	530.00	543.97	(13.97)	530.00	530.00	-
Miscellaneous	107.22	73.84	33.38	512.22	421.06	91.16	547.22	547.22	-
Fundraising									
Cost incurred in fund rais	0	-	-	612.97	612.97	-	612.97	612.97	-
Cost of Uniform	0	21.44	(21.44)	266.16	287.60	(21.44)	266.16	266.16	-
Cost of Items Purchased	140	-	140.00	993.94	1,133.94	(140.00)	1,133.94	1,133.94	-
Total	8,822.22	7,956.12	866.10	###	###	773.57	###	###	(1,585.84)

Summary

Opening funds as at 1 July 2020	33,954.18
Surplus / (Deficit) for the month	122.28
Closing Funds as at 31 July 2020	34,076.46

FUNDS HELD

Petty Cash (General)	7.10
Bank	21,069.35
Reserves	13,000.01
TOTAL	34,076.46

FORECAST FUNDS AT YEAR END

Opening funds as at 1 September 2019	13,268.42
Surplus / (Deficit) at the end of the year	13,134.90
Estimated Closing Funds as at 31 August 2020	26,403.32

YEAR TO DATE BUDGET Vs. ACTUALS

Budget	14,766.39
Actuals	21,325.47
Surplus / (Deficit) against Budget	(6,559.08)

ANNUAL FORECAST Vs BUDGET

Budget	14,491.39
Actuals	13,134.90
Forecast Surplus / (Deficit) vs Budget	1,356.49

EXPENDITURE

			MONTH	1	
DATE			Description	REF	Wages
			Sep		9000.00
			Oct		8000.00
			Nov		9000.00
			Dec		9000.00
			Jan		9500.00
			Feb		9000.00
			Mar		9500.00
			Apr		9400.00
			May		9000.00
			Jun		6000.00
			July		8000.00
			Aug		8000.00
			ANNUAL BUDGET		103,400.00
			YTD Actuals		102,596.34
			Spend to End of Year		803.66

INCOME

DATE			Fees
Sep		Q1	3,000.00
Oct		Q2	3,400.00
Nov			3,600.00
Dec			500.00
Jan		Q3	4,800.00
Feb			0.00
Mar		Q4	5,000.00
Apr		Q5	0.00
May			0.00
Jun		Q6	0.00
July			0.00
Aug			0.00
ANNUAL BUDGET			20,300.00

YTD Actuals	22,252.65
Income to end of year	(1,952.65)

Budget Summary	
Expenditure	117,597.65
Income	114,982.11
LOSS	(2,615.54)

CALCULATIONS
INCOME - FEES & GRANTS

	FEES
Sep	4,500.00
Oct	3,000.00
Nov	3,000.00
Dec	
Jan	5,000.00
Feb	5,000.00
Mar	-
Apr	4,000.00
May	-
Jun	3,000.00
July	-
Aug	
TOTAL	27,500.00

	Terms	Weeks
Autumn	2 Sep - 18 Oct	6.00
	28 Oct - 20 Dec	8.00
Spring	6 Jan 14 Feb	6.00
	24 Feb - 3 April	6.00
Summer	21 Apr - 24 May	5.00
	1 June - 17 July	7.00

PAYROLL & INLAND REVENUE

**EMPLOYEE PAYMENT
GROSS**

WAGES

Sep	9,482.34
Oct	7,944.10
Nov	9,628.05
Dec	9,280.41
Jan	9,364.31
Feb	9,413.27
Mar	9,824.27
Apr	9,575.61
May	7,791.73
Jun	7,610.77
July	9,225.79
Aug	9,225.79
TOTAL	108,366.44

**EMP'ER
NI**

Sep	486.17
Oct	331.06
Nov	464.65
Dec	380.75
Jan	361.42
Feb	372.46
Mar	366.39
Apr	319.34
May	185.48
Jun	164.23
July	319.13
Aug	319.13
TOTAL	4,070.21

**EMP'ER
PENSION**

Sep	136.83
Oct	102.99
Nov	132.13
Dec	113.81
Jan	109.64
Feb	111.9

Mar	110.64
Apr	101.11
May	71.27
Jun	65.95
July	65.95
Aug	65.95
TOTAL	1,188.17

WAGES

Sep	8,388.90
Oct	7,273.97
Nov	8,537.87
Dec	8,417.25
Jan	8,524.44
Feb	8,546.03
Mar	8,960.82
Apr	8,908.53
May	7,475.71
Jun	7,296.33
July	8,911.35
Aug	8,911.35
TOTAL	

WAGES Budget

Post

Paula Bannell
 Tracy Jones
 Claire Buchanan
 Bethany-Rose Brown
 Sarah Meadows
 Kim McNamara
 Emma Rylands
 Shireen Done
 Chantelle Ginn - Start

EXPENDITURE

			MONTH	1	
DATE			Description	REF	Wages
			Sep		10200.00
			Oct		8400.00
			Nov		9700.00
			Dec		9290.00
			Jan		9350.00
			Feb		9500.00
			Mar		10000.00
			Apr		10000.00
			May		10000.00
			Jun		10000.00
			July		10000.00
			Aug		10000.00
			ANNUAL BUDGET		116,440.00

INCOME

DATE			Fees
			Sep 3,000.00
			Oct 3,400.00
			Nov 3,600.00
			Dec 500.00
			Jan 5,500.00
			Feb 5,500.00
			Mar 0.00
			Apr 5,000.00
			May 0.00
			Jun 5,000.00
			July 0.00
			Aug 0.00

ANNUAL BUDGET**31,500.00****Budget Summary****Expenditure****134,922.00****Income****110,877.19****LOSS****(24,044.81)**

Income Budget Calcs

Description

Invoice Amount

Sept Invoice Raised

4,562.25

Additional Session 1

(67.50)

Additional Session 2

3.50

Additional Session 3

7.50

Additional Session 4

3.00

September

Oct Invoice Raised

6,099.00

Additional Session 1

63.75

Additional Session 2

Additional Session 3

Additional Session 4

October Payments

November Payments

December Payments

10,671.50

Sep

Q1 to Oct half term

3,000.00

Q2 to Dec

Q3 to Feb Half Term

Q4 to Easter
Q5 to May Half term
Q6 to July

3,000.00

2019-20

Staff Costs			
Training	Staff Uniform		Staff Recruitment
50.00	100.00		20.00
50.00	0.00		20.00
50.00	0.00		8.29
90.00	38.71		0.00
48.00	0.00		0.00
0.00	0.00		0.00
0.00	0.00		0.00
0.00	0.00		0.00
0.00	0.00		0.00
0.00	0.00		0.00
0.00	0.00		0.00
0.00	0.00		0.00
288.00	138.71		48.29
288.00	207.42		48.29
0.00	(68.71)		0.00

2019-20

Nursery Grant	Training Reimbursement		Staff Uniform
9,573.73	0.00		0.00
10,213.53	0.00		0.00
13,127.40	0.00		0.00
5,878.38	0.00		0.00
9,975.90	0.00		0.00
10,733.74	0.00		0.00
8,029.12	0.00		0.00
24,372.24	0.00		0.00
0.00	0.00		0.00
0.00	0.00		0.00
8,000.00	0.00		0.00
8,000.00	0.00		0.00
###	0.00		0.00

###	0.00	0.00
###	0.00	0.00

GRANTS

3-4 years		2 years
5,078.34		2,849.77
5,078.34		2,849.77
5,078.34		2,849.77
5,078.34		2,849.77
6,602.47		2,692.48
6,602.47		2,692.48
6,602.47		2,692.48
4,951.85		2,019.36
4,951.85		2,019.36
4,951.85		2,019.36
4,951.85		2,019.36
-		-
59,928.17		27,553.94

Fees	Grant 3-4 yr	Grant 2 Yr
4,500.00	20,313.37	11,399.06
6,000.00		
5,000.00	19,807.40	8,077.44
5,000.00		
3,000.00	19,807.40	8,077.44
5,000.00		
28,500.00	59,928.17	27,553.94

TS			
PAYE	EMP'EE	EMP'EE	PAID

	NI	PENSION	
425.00	486.00	182.44	8,388.90
188.40	344.40	137.33	7,273.97
452.00	462.00	176.18	8,537.87
326.20	385.20	151.76	8,417.25
322.40	371.28	146.19	8,524.44
338.60	379.44	149.20	8,546.03
343.20	372.72	147.53	8,960.82
245.20	287.04	134.84	8,908.53
71.00	150.00	95.02	7,475.71
87.80	138.72	87.92	7,296.33
87.80	138.72	87.92	8,911.35
87.80	138.72	87.92	8,911.35
2,975.40	3,654.24	1,584.25	100,152.55

EMP'EE NI	TOTAL NI	TAX DEDUCTED	TOTAL TO INLAND REVENUE
486.00	972.17	425.00	1,397.17
344.40	675.46	188.40	863.86
462.00	926.65	452.00	1,378.65
385.20	765.95	326.20	1,092.15
371.28	732.70	322.40	1,055.10
379.44	751.90	338.60	1,090.50
372.72	739.11	343.20	1,082.31
287.04	606.38	245.20	851.58
150.00	335.48	71.00	406.48
138.72	302.95	87.80	390.75
138.72	457.85	87.80	545.65
138.72	457.85	87.80	545.65
3,654.24	7,724.45	2,975.40	10,699.85

EMP'EE PENSION	TOTAL PENSION
182.44	319.27
137.33	240.32
176.18	308.31
151.76	265.57
146.19	255.83
149.20	261.10

147.53	258.17
134.84	235.95
95.02	166.29
87.92	153.87
87.92	153.87
87.92	153.87
1,584.25	2,772.42

INLAND REVENUE	PENSION		TOTAL WAGES
1,397.17	319.27		10,105.34
863.86	240.32		8,378.15
1,378.65	308.31		10,224.83
1,092.15	265.57		9,774.97
1,055.10	255.83		9,835.37
1,090.50	261.10		9,897.63
1,082.31	258.17		10,301.30
851.58	235.95	(1,449.31)	8,546.75
406.48	166.29	(1,775.74)	6,272.74
390.75	153.87		7,840.95
545.65	153.87		9,610.87
545.65	153.87		9,610.87
			110,399.77

Weekly Normal Hrs

34.50
26
40.5
36.75
33.75
16
10
27.5
17.5

Annual Hours

2019-20

Staff Costs			
Training	Staff Uniform		Staff Recruitment
50.00	100.00		20.00
50.00	0.00		20.00
50.00	0.00		20.00
90.00	100.00		20.00
90.00	0.00		20.00
90.00	0.00		20.00
50.00	0.00		20.00
50.00	0.00		20.00
50.00	0.00		20.00
50.00	100.00		20.00
50.00	0.00		20.00
0.00	0.00		0.00
670.00	300.00		220.00

2019-20

Nursery Grant	Training Re-imbursemen		Staff Uniform
9,573.73	0.00		0.00
9,573.73	0.00		0.00
9,573.73	0.00		0.00
3,136.00	0.00		0.00
9,900.00	0.00		0.00
1,000.00	0.00		0.00
7,000.00	0.00		0.00
6,000.00	0.00		0.00
6,000.00	0.00		0.00
6,000.00	0.00		0.00
6,000.00	0.00		0.00
1,000.00	0.00		0.00

74,757.19	0.00		0.00
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Invoice Paid	Balance
	4,562.25
	4,494.75
	4,498.25
	4,505.75
	4,508.75
3,169.25	1,339.50
	7,438.50
	7,502.25
	7,502.25
	7,502.25
	7,502.25
3,460.10	4,042.15
3,589.75	452.40
-	452.40
	452.40

10,219.10	452.40
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Oct	Nov	Dec
1,500.00		
1,900.00	3,600.00	500.00

3,400.00

3,600.00

500.00

10,500.00

		Premises	
DBS	Other	Rent	Equipment /Repair Kitchen items
98.78	0.00	0.00	60.00
0.00	0.00	560.00	60.00
0.00	0.00	550.00	60.00
0.00	0.00	600.00	60.00
0.00	0.00	400.00	60.00
0.00	0.00	580.00	60.00
0.00	0.00	450.00	60.00
0.00	0.00	312.50	60.00
0.00	0.00	0.00	100.00
0.00	0.00	0.00	100.00
30.00	0.00	0.00	253.07
0.00	0.00	0.00	0.00
128.78	0.00	3,452.50	933.07
111.78	0.00	3,452.50	1,020.50
17.00	0.00	0.00	(87.43)

Children Uniform	Fundraising	Grants	Donations
100.00	190.00	0.00	20.00
100.00	190.00	0.00	20.00
100.00	190.00	0.00	15.00
100.00	1,400.00	0.00	0.00
100.00	190.00	0.00	0.00
100.00	190.00	0.00	0.00
100.00	190.00	0.00	0.00
100.00	190.00	0.00	0.00
100.00	0.00	0.00	0.00
100.00	0.00	0.00	0.00
100.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00
1,100.00	2,730.00	0.00	55.00

333.28	2,711.72	1,000.00	55.35
766.72	18.28	(1,000.00)	(0.35)

TOTAL	
9,573.73	Fees: Assume billed twice a term, amount
10,213.53	Grant: Assume same pupils numbers thro
13,127.40	Grant for first quarter adjusted to reflect
5,878.38	
9,975.90	
10,733.74	
8,029.12	Actual figures in red
24,372.24	
4,442.04	
8,154.62	
2,559.20	£8547.34 should have been received
107,059.90	114,982.11

115,982.11

EMPLOYER PAYMENTS

E

1,397.17 Quarter 2 Accrual/payment

3,334.66 Quarter 3 Payment

3,227.91 Quarter 4 Payment

1,648.81 Quarter 1 Payment

1,091.30 Quarter 2 Accrual

10,699.85

Holiday Hours	Rate	Monthly Salary
		1,696.49 20,357.88
		887.72 10,652.64
		1,492.03 17,904.36
		1,171.28 14,055.36
		1,018.17 12,218.04
		466.22 5,594.64
		291.39 3,496.68
		876.47 10,517.64
		543.47 6,521.64

709.14	8,509.68
	<u>109,828.56</u>

		Premises	
DBS	Other	Rent	Equipment /Repair Kitchen items
115.00	50.00	0.00	55.00
15.00	50.00	560.00	55.00
15.00	50.00	550.00	55.00
15.00	50.00	600.00	55.00
15.00	50.00	400.00	55.00
15.00	50.00	580.00	55.00
115.00	50.00	450.00	55.00
15.00	50.00	0.00	55.00
15.00	50.00	0.00	55.00
15.00	50.00	0.00	55.00
15.00	50.00	0.00	55.00
0.00	0.00	0.00	0.00
365.00	550.00	3,140.00	605.00

Children Uniform	Fundraising	Grants	Donations
100.00	190.00	0.00	20.00
100.00	190.00	0.00	20.00
100.00	190.00	0.00	20.00
100.00	1,400.00	0.00	20.00
100.00	190.00	0.00	20.00
100.00	190.00	0.00	20.00
100.00	190.00	0.00	20.00
100.00	190.00	0.00	20.00
100.00	190.00	0.00	20.00
100.00	190.00	0.00	20.00
100.00	190.00	0.00	20.00
100.00	190.00	0.00	20.00
0.00	0.00	0.00	0.00

1,100.00	3,300.00	0.00	220.00
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Jan Feb Mar Apr

5,000.00

5,800.00

5,000.00

5,000.00

5,800.00

0.00

5,000.00

Children Equipment & Materials				
Equipment & toys	Materials	Food / Drink	General stationary etc	Payroll
120.00	140.00	200.00	110.00	50.00
120.00	140.00	160.00	110.00	0.00
120.00	140.00	160.00	110.00	0.00
120.00	24.09	200.00	110.00	150.00
120.00	0.00	160.00	110.00	0.00
120.00	0.00	160.00	110.00	0.00
120.00	0.00	0.00	119.45	150.00
34.48	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	150.00
0.00	0.00	189.93	0.00	0.00
0.00	0.00	0.00	0.00	100.00
874.48	444.09	1,229.93	779.45	600.00
922.90	426.35	1,129.93	640.87	491.52
(48.42)	17.74	100.00	138.58	108.48

Interest	Other
0.00	0.00
0.00	0.00
0.00	0.00
0.00	0.00
0.00	0.00
0.00	0.00
0.00	0.00
0.00	0.00
0.00	0.00
0.00	0.00
0.00	0.00
0.00	0.00
0.00	0.00
0.00	0.00

0.00 20.25
0.00 (20.25)

t based on first half term. Sept represents 6 Weeks, other mon
oughout the year but adjusted for term lengths
actual payments

9,573.73
9,573.73
31,623.40
12,475.94
6,237.97

1,942.57

Emp'er N.I.	Emp'er Pens	Total
140.83	51.70	20,550.41
29.22	30.06	10,711.92
112.61	78.00	18,094.97
68.35	0.00	14,123.71
47.22	40.49	12,305.75
0.00	0.00	5,594.64
0.00	0.00	3,496.68
27.66	29.16	10,574.46
		6,521.64

4.57	15.77	8,530.02
430.46	245.18	110,504.20

Children Equipment & Materials				
Equipment & toys	Materials	Food / Drink	General stationary etc	Payroll
120.00	140.00	200.00	110.00	50.00
120.00	140.00	160.00	110.00	0.00
120.00	140.00	160.00	110.00	0.00
120.00	140.00	200.00	110.00	150.00
120.00	140.00	160.00	110.00	0.00
120.00	140.00	160.00	110.00	0.00
120.00	140.00	160.00	110.00	150.00
120.00	140.00	160.00	110.00	0.00
120.00	140.00	160.00	110.00	0.00
120.00	140.00	160.00	110.00	150.00
120.00	140.00	200.00	110.00	0.00
0.00	0.00	0.00	0.00	100.00
1,320.00	1,540.00	1,880.00	1,210.00	600.00

[illegible]

0.00	0.00
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May	Jun	July	Aug	Total
				4,500.00
				6,000.00
				5,000.00

				5,800.00
				5,000.00
	5,000.00			5,000.00
				0.00
				0.00
				0.00
				0.00
0.00	5,000.00	0.00	0.00	31,300.00

Administration				F
B.T./Internet/Web site/T2P	Insurance	Subs & Licences	Other (printer svcs)	Cost incurred in fund raising
90.00	0.00	0.00	35.00	0
210.00	0.00	250.00	35.00	0
360.00	0.00	0.00	35.00	0
90.00	0.00	0.00	35.00	500
90.00	0.00	0.00	35.00	0
90.00	0.00	0.00	35.00	0
200.00	0.00	0.00	35.00	112.97
56.58	0.00	0.00	35.00	0
0.00	790.00	280.00	35.00	0
0.00	111.48	0.00	90.00	0
102.00	0.00	0.00	107.22	0
0.00	0.00	0.00	35.00	0
1,288.58	901.48	530.00	547.22	612.97
1,304.51	901.48	543.97	421.06	612.97
(15.93)	0.00	(13.97)	126.16	0.00

ths adjusted to number of weeks in terms but ignores closure days

ACCURAL

Administration				F
B.T./Internet/Web site	Insurance	Subs & Licences	Other	Cost incurred in fund raising
90.00	0.00	0.00	35.00	0
210.00	0.00	250.00	35.00	0
90.00	0.00	0.00	35.00	0
90.00	0.00	0.00	35.00	300
90.00	0.00	0.00	35.00	0
90.00	0.00	0.00	35.00	0
90.00	0.00	0.00	35.00	100
90.00	0.00	0.00	35.00	0
90.00	790.00	250.00	35.00	0
90.00	0.00	0.00	35.00	0
102.00	0.00	0.00	35.00	0
90.00	0.00	0.00	35.00	0
1,212.00	790.00	500.00	420.00	400.00

Fundraising		TOTAL
Cost of Uniform	Cost of Items Purchased	
90	140	10,303.78
90	140	9,945.00
86.16	140	10,819.45
0	0	11,017.80
0	0	10,523.00
0	0	10,155.00
0	0	10,747.42
0	153.94	10,052.50
0	140	10,345.00
0	140	6,591.48
0	140	8,822.22
0	140	8,275.00
266.16	1,133.94	###
287.60	1,133.94#	###
(21.44)	0.00#	1,055.72

117,597.65 -

TOTAL
12,883.73
13,923.53
17,032.40
7,878.38
15,065.90
11,023.74
13,319.12
24,662.24
100.00
100.00
8,100.00
8,000.00
###

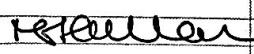
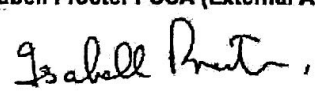
132,089.04 0.00

Fundraising		TOTAL
Cost of childrens Uniform	Cost of Items Purchased	
90	140	11,565.00
90	140	10,405.00
90	140	11,325.00
90	140	11,595.00
90	140	10,865.00
90	140	11,195.00
90	140	11,875.00
90	140	11,075.00
90	140	12,115.00
90	140	11,325.00
90	140	11,127.00
90	140	10,455.00
1,080.00	1,680.00	###

134,922.00 -

TOTAL
12,883.73
13,283.73
13,483.73
5,156.00
15,710.00
6,810.00
7,310.00
11,310.00
6,310.00
11,310.00
6,310.00
1,000.00

###	110,877.19	0.00

BIZZY BEES PRE SCHOOL					
Charity Number					
INCOME & EXPENDITURE ACCOUNT					
1 SEPTEMBER 2019 TO 31 AUGUST 2020					
Income			Expenditure		
Fees & Grants			Staff		
Fees	22,252.65		Wages	102,596.34	
Nursery Education Grants	118,418.03		Training	288.00	
Grants	1,000.00	141,670.68	Staff Uniform	207.42	
Staff Reimbursements			Staff Recruitment	48.29	
Training Re-imbursement	-		Debarment Disclosure	111.78	
Staff Uniform	-	-	Other	-	103,251.83
Fundraising			Premises		
Children Uniform	333.28		Rent	3,452.50	
General Fundraising	2,711.72		Equipment /Repair	1,020.50	4,473.00
Donations	55.35	3,100.35	Equipment & Materials		
Other			Equipment	922.90	
Interest	-		Materials	426.35	1,349.25
Miscellaneous	20.25	20.25	Consumables		
			Food / Drink	1,129.93	1,129.93
			Administration		
			General	640.87	
			Payroll	491.52	
			B.T./Internet	1,304.51	
			Insurance	901.48	
			Subs/Ofstead	543.97	
			Miscellaneous	421.06	4,303.41
			Fundraising		
			Cost incurred in fund raising	612.97	
			Cost of Uniform	287.60	
			Cost of Items Purchased	1,133.94	2,034.51
			Surplus / (Deficit) Year to Date		
					28,249.35
Total		144,791.28	Total		144,791.28
Summary					
Opening funds as at 1 September 2019	12,750.99				
Surplus / (Deficit)	28,249.35				
Closing Funds as at 31 August 2020	41,000.34				
FUNDS HELD					
		£			
Petty Cash		7.10			
Bank		27,993.23			
Reserves		13,000.01			
TOTAL		41,000.34			
We have examined the books and records of the Pre School for the year to 31 August 2020 from which the above Income and Expenditure account has been prepared and confirm these represent a true and fair view of the Pre School.					
Nicola O'Halloran (Co Chair of PreSchool Board of Trustees)					
Isabell Procter FCCA (External Auditor)					
					
Date: 30 October 2021					