



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 01-1-2023

Period start date To

31-12-2023

Period end date

**Charity name: Busy Bees Pre School (Chapmanslade)**

**Charity registration number: 298660**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>PRE SCHOOL EDUCATION AGES 2 TO 5</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>EDUCATION OF PRE SCHOOL CHILDREN</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>YES</b>

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<b>N/A</b>
Policy on social investment including program related investment	Para 1.38	<b>N/A</b>

Contribution made by volunteers	Para 1.38	N/A
Other		N/A

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<b>EDUCATION OF CHILDREN BEFORE THEY GO TO JUNIOR SCHOOL</b>

## Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<b>ALL ACHIEVED</b>
Performance of fundraising activities against objectives set	Para 1.41	<b>ACHIEVED</b>

Investment performance against objectives	Para 1.41	<b>N/A</b>
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>SATISFACTORY</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>HELD TOWARDS COST OF A REPLACEMENT BUILDING</b>
Amount of reserves held	Para 1.22	<b>48484</b>
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>FEES FROM PARENTS AND LOCAL GOVERNMENT</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>N/A</b>
A description of the principal risks facing the charity	Para 1.46	<b>DETERIORATION OF THE BUILDING</b>

Other		
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## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document ( <a href="#">trust deed</a> , <a href="#">royal charter</a> )	Para 1.25	<b>TRUST DEED</b>
How is the charity constituted? (e.g. <a href="#">unincorporated association</a> , CIO)	Para 1.25	<b>UNINCORPERATED RUN BY COMMITTEE OF VOULNTEERS UNPAID</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>ANNUAL GENERAL MEETING</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<b>AGM ETC</b>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<b>TRUSTEES UNPAID, WORKERS PAID</b>
Relationship with any related parties	Para 1.51	<b>NONE</b>
Other		

## Reference and Administrative details

Charity name	Busy Bees Pre School Chapmanslade
Other name the charity uses	Busy Bees
Registered charity number	298660
Charity's principal address	High Street, Chapmanslade, Westbury, Eilts BA13 4AN

**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	Robert Davis	Treasurer		
2	Sally Evans	Chairperson		
3	Nick Martin			
4	Rich Lamkin			
5				
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**Corporate trustees – names of the directors at the date the report was approved**

Director name		

**Name of trustees holding title to property belonging to the charity**

Trustee name	Dates acted if not for whole year	
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## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	none
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

## Additional information (optional)

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

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

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	R Davis	
Full name(s)	Robert Davis	
Position (eg Secretary, Chair, etc)	Treasurer	

Date

1-5-2025
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# Busy Bees Pre-School (Chapmanslade)

## Accounts Year Ending 31 December 2023

	Income £	Expenditure £
Fees	100922	
Fund Raising	731	
Grants	900	
Donations	407	
Interest	701	
<b>TOTAL</b>	<b>103661</b>	
Admin & Advertising		3717
Mobile Phone		861
Consumables		800
Wages		83752
HMRC		0
Employer Pension Contribution		734
Goods & Equipment		2417
Fund Raising		450
Rent		3600
Cleaning & Maintenance		5545
Training		714
Fees		823
T & S		0
Misc		342
<b>TOTAL</b>		<b>103755</b>
<b>Profit/Loss</b>		<b>94</b>
<b>Bank Accounts</b>		
Current Account	26276	
Reserve Account	72671	
Fund Raising Account	2512	
<b>Total</b>	<b>101459</b>	



# Independent examiner's report on the accounts



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Section A

## Independent Examiner's Report

Report to the trustees/  
members of

Charity Name Busy Bees Pre School  
(Chapmanslade)

On accounts for the year  
ended

31 December 2023

Charity no  
(if any)

298660

Set out on pages

(remember to include the page numbers of additional sheets)

Respective  
responsibilities of trustees  
and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed. [The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [named body]]. *Delete [ ] if not applicable.*

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent examiner's statement**

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

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention (other than that disclosed below \*)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*\* Please delete the words in the brackets if they do not apply.*

**Signed:** S Newman

**Date:** 1-5-2025

**Name:** Sharon Newmwn

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

**Address:** 39 The Spur

Westbury

BA13 3RJ

**Section B****Disclosure**

Only complete if the examiner needs to highlight material problems.(E.g. accounting records have not been kept in accordance with s132 of the Charities' Act 2011 and those accounts do not comply with the requirements of the 2008 Regulations setting out the form and content of charity accounts; any material expenditure or action which appears not to be in accordance with the trusts of the charity; any failure to be provided with information and

explanations by any past or present trustee, officer or employee; and any material consistency between the accounts and the trustees' annual report.)

Give here brief details of any items that the examiner wishes to disclose.