

**TRUSTEES REPORT 1st September 2022 TO 31st August 2023**

**Honeybees Preschool**

Charity Commission number:

1022441

Charity's Principal Address:-

The Pavilion, King George V Playing Fields. Plumpton Green, Lewes, East Sussex

Names of the Trustees for the charity:-

Toni Saunders

Jo Read

Tina Lambert

Samantha Richards

Alex Mowforth

Peter Mowforth

Abby Duncan-Scott

Pippa Hillman-Smith

Paul Tilbrook

Type of governing document:-

2011 Constitution adopted 23rd May 2016 How the charity is constituted:-

Unincorporated association

Trustee selection methods:-

Trustees are appointed or reappointed at the Annual General Meeting as set out in the Constitution.

Summary of the objects of the charity as set out in its government document:-

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; instigating and adhering to and further the aims and objections of the Pre-School Learning Alliance.

Summary of the main activities undertaken for the public benefit in relation of these objectives:-

In planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit.

The focus of our activities remains the provision of pre-school education with an emphasis on learning outdoors and ensuring children have a smooth transition into their first year at school.

We welcome children regardless of their personal background, faith, gender or personal circumstances.

Achievements and performance:-

Honeybees numbers have gone from strength to strength, so much so we now have a waiting list for new starters. We keep our numbers to maximum of 25 children per session as we feel this works well and allows us to give each child the full attention they deserve. We also make sure we prioritise local children who live in our village or nearby.



We continue our marketing strategy, including adverts with Grapevine and advertised in shops, Facebook and parish magazines around the local area. This will help us raise our pupil numbers for the autumn 2023.

In January 2023 we welcomed an Ofsted inspector into the setting. The feedback was incredible and the outcome was that we were rated OUTSTANDING! This was amazing and well deserved.

Due to our excellence financial year we have been able to make some big purchases to improve the Honeybees environment. Including a lovely indoor climbing frame with crash mats, a walk up changing table, mud kitchens and lots of new sand and pebbles for our woodland area.

As with the previous year have seen an increase in the number of children coming to Honeybees and most of them are 2 year olds. We believe this has been due to the impact of Covid 19. These young children have been unable to socialise and have been in and out of lockdown most of their lives, resulting in parents sending them to pre school at 2 rather than 3.

We celebrated the Kings coronation in style using a grant from our village shop via making it locally. We used the money to educate the children about King Charles's coronation and have a royal a tea party.

#### Staffing:-

Our staff team is happy and strong with a good management structure. We have had some big changes with Sam taking on the manager role, Tina becoming our preschool advisor and Ali our deputy. They all have flourished in their new roles and we are very lucky to have them. We took on a 3 new members of staff this year as sadly 1 who decided it was time for a new challenge.

#### Fundraising:-

Our fundraising was back in full force after having to restricted due to Covid 19. We raised thousands through multiple fundraising events such as the raffles, donations, curry and quiz, sponsored events and charity shakers on shop counters and in our local pub.

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Web: [www.honeybeespreschool.co.uk](http://www.honeybeespreschool.co.uk)  
Email: [hello@honeybeespreschool.co.uk](mailto:hello@honeybeespreschool.co.uk)  
Charity No 1022441

Statement of the Charity's policy on reserves:-

The Preschool's reserves policy continues to be to retain sufficient funds in order to meet any unforeseen expenditure that may occur and to cover staff and rent costs in the event of reduction in pupil numbers, which usually occurs in the Autumn Term.

Other Financial Information:-

Our biggest cost remains salaries however we believe that it is important to provide good quality experienced staff to ensure the standards continue to improve and also to invest in our existing staff with further training.

Our main source of funds continues to be from parents paying fees and also the monies paid by East Sussex Council for the Early Years Entitlement Funding of 15 and 30 hours per week provided for 3 and 4 years olds. We continue to rely on fundraising in order to meet the shortfall in funds, as the majority of our parents only send their children for the free hours.

Our opening hours have remained the same Monday and Tuesday until 5pm but on a Wednesday, Thursday and Friday we close at 3.30. We open at 8.30am and are term time only.

Signed 

Toni Saunders

Treasurer Honeybees Preschool

Date : 30<sup>th</sup> November 2023

# HONEYBEES PRESCHOOL GROUP INDEPENDENT EXAMINERS REPORT For the year ended 31 August 2023

I report on the accounts of the charitable company for the year ended 31 August 2023, which comprise receipts and payments account and statement of assets and liabilities.

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

The Trustees, who are also directors for the purposes of company law, are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is required.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

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

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

## **Independent examiner's statement**

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

(1) which gives me reasonable cause to believe that, in any material respect, the requirements:

- to keep accounting records in accordance with 386 and 387 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of section 394 and 395 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have 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.

*Caroline Clarke*

Caroline Clarke ACA  
66 High Street  
Lewes  
East Sussex  
BN7 1XG

12<sup>th</sup> April 2024

# HONEYBEES PRESCHOOL GROUP

## INCOME AND EXPENDITURE ACCOUNT

for the year ended 31 August 2023

	2023 £	2022 £
<b>Income</b>		
Council funding	73,789.76	90,368.53
Nursery fees	67,821.19	50,181.09
Sundry income	<u>7,790.76</u>	<u>2,687.71</u>
	<b><u>149,401.71</u></b>	<b><u>143,237.33</u></b>
<b>Expenditure</b>		
Salaries and employers national insurance and pensions	113,333.62	98,059.21
Staff training	1,241.10	210.00
Rent	5,609.20	4,386.00
Advertising	255.00	240.00
Telephone and internet	461.82	588.82
Bookkeeping and professional fees	3,311.44	3,266.44
Consumables	2,643.93	2,371.31
IT support	1,058.10	719.01
General expenses	2,400.80	2,203.00
Insurance	754.11	732.56
Waste	1,012.37	427.80
Website	275.39	277.16
Printing, stationery and postage	141.58	80.94
Subscriptions	309.28	323.20
Licences	118.39	108.43
Uniforms	-	-
Equipment	3,306.82	2,038.40
Activities	1,800.00	-
Miscellaneous	640.00	-
staff entertainment	81.00	-
Cleaning	735.00	-
Accommodation	94.00	-
Office Equipment	752.00	-
Books & Journals	18.00	-
	<b><u>140,352.95</u></b>	<b><u>116,032.28</u></b>
Surplus	<b><u>9,048.76</u></b>	<b><u>27,205.05</u></b>
<b>Fundraising</b>		
Fundraising income	<b>4,006.00</b>	<b>2,605.59</b>
Less expenses	<b><u>(2,516.00)</u></b>	<b><u>(614.20)</u></b>
	<b><u>1,490.00</u></b>	<b><u>1,991.39</u></b>
Surplus for the year	<b>10,538.76</b>	<b>29,196.44</b>
Opening balance	<b><u>92,830.57</u></b>	<b><u>63,634.13</u></b>
	<b><u>103,369.33</u></b>	<b><u>92,830.57</u></b>
Cash at bank	<b>103,322.47</b>	<b>92,782.57</b>
Cash in hand	<b><u>46.86</u></b>	<b><u>48.00</u></b>
	<b><u>103,369.33</u></b>	<b><u>92,830.57</u></b>

Toni Saunders Treasurer  
T Saunders

Dated