



Trustees' Annual Report for the period

From 01/01/2021 Period start date To 31/12/2021 Period end date

Charity name: **Busy Bees Preschool (Bishop Sutton)**

Charity registration number: **1031658**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To offer high quality childcare and learning through play for children aged 2 years to school age.
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	Busy Bees is a provider of sessional day care and early years education in line the EYFS statutory framework for children aged 2 years upwards to school age.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	We have had regard to the guidance.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

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	<p>We have provided both in setting and Forest school provision to our children.</p> <p>We have (covid restrictions permitting) also been able to offer Forest School sessions to the local childminders.</p> <p>As several local preschools have closed we have been able to offer childcare to those families affected.</p> <p>As our numbers of children attending have increased, we have also been able to hire additional staff.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Busy Bees is in a financially secure position.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>Busy Bees does not actively hold reserves, but does look to maintain a financial safety net in order that any short term financial issues, or unexpected costs can be managed. We look to maintain 3 months of expenditure in case of emergencies.</p> <p>Grant and fee income is totally dependent on child numbers and that can vary dramatically year on year depending on birth rates and the availability of other childcare in the area.</p>
Amount of reserves held	Para 1.22	£20,712.13
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	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Trust
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	Elected by Parents and Committee

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	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Busy Bees Preschool (Bishop Sutton)
Other name the charity uses	
Registered charity number	1031658
Charity's principal address	Bishop Sutton Village Hall Bishop Sutton Hampshire SO24 0AA

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	Joanne Gay	Chair		Committee
2	Kate Mayes	Treasurer		Committee
3	Georgina Binks	Secretary		Committee
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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	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
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)		
Full name(s)	Kate Mayes	
Position (eg Secretary, Chair, etc)	Treasurer	
Date	4/10/2022	

BUSY BEES PRE-SCHOOL
(BISHOPS SUTTON)
Charity No. 1031659

Financial Statements for the
Year Ended 31st December 2021

Busy Bees Pre-School (Bishops Sutton)

Financial Activities

January - December 2021

	TOTAL
Income	
Donation	96.80
Fees	14,699.18
Fund Raising	450.00
HCC Grants	65,848.71
interest	0.69
Uniform sales	17.00
Total Income	£81,112.38
Cost of Sales	
Children's Uniform cost	89.24
Total Cost of Sales	£89.24
TOTAL	£81,023.14
Expenditures	
Activities	418.00
Computer Costs	54.72
Consumables	754.08
Employers NI	0.00
Employers Pension Contributions	1,445.25
Equipment	368.89
Gifts	187.54
Gross Wages	50,927.83
Insurances	778.96
Ofstead	160.00
Other Professional Services	730.79
Printing, Postage and Stationery	378.04
Rent	3,204.00
Subscriptions	240.20
Telephone / Broadband	442.71
Training	220.00
Total Expenditures	£60,311.01
NET OPERATING INCOME	£20,712.13
NET INCOME/(EXPENDITURE)	£20,712.13



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ADMIN & SOLUTIONS LTD

Busy Bees Pre-School (Bishops Sutton)
Bishops Sutton Village Hall
Bishops Sutton
Alresford
Hampshire
SO24 0AA
Charity No: 1031658

I approve the attached accounts for the year ended 31st December 2021 for submission to the Charities Commission.

I confirm that all the relevant records and information has been supplied for their preparation.

Signed.....*PAO*.....Dated.....*4-10-2022*.....

For and on behalf of Busy Bees Pre-School (Bishops Sutton) in accordance with instructions given and the records, information and explanations supplied, accounts have been prepared without an audit.

Kate Mayes

Signed.....Dated.....*4/10/2022*.....

Marriane Hunt

MCH Admin & Solutions Ltd



Section A

Independent Examiner's Report

Report to the trustees/directors/members of

BUSH BEES PRE-SCHOOL (BIN TOPS SUTTON)

On accounts for the year ended

31.12.2021

Charity no.:

1031658

Company no.:

Set out on pages

1 - 3

I report to the charity trustees on my examination of the accounts of the Company for the year ended

Responsibilities and basis of report

As the charity's trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act).

Independent examiner's statement

[The company's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report 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: Date:

Name:

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

Address:

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

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