



Trustees' Annual Report for the period

From 01/01/2022 **Period start date** **To** 31/12/2022 **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 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	£49,996.55
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	Jo Gay	Chair		Committee
2	Kate Mayes	Treasurer		Committee
3	Georgina Binks	Secretary		Committee
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

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

--

Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

Other optional information


--

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

12/10/2023

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

Financial Statements for the
Year Ended 31st December 2022

Busy Bees Pre-School (Bishops Sutton)

Financial Activities

January - December 2022

	TOTAL
Income	
Donation	3,497.81
Fees	15,446.06
Fund Raising	2,204.10
HCC Grants	58,912.79
interest	16.89
Uniform sales	167.00
Total Income	£80,244.65
Cost of Sales	
Children's Uniform cost	276.35
Total Cost of Sales	£276.35
TOTAL	£79,968.30
Expenditures	
Activities	463.73
Consumables	538.35
Employers Pension Contributions	1,513.83
Equipment	178.82
Free school dinners reimbursed to parents	450.00
Gifts	149.59
Gross Wages	55,199.02
Insurances	1,121.18
IT and Software	89.71
Ofstead	200.00
Other Professional Services	1,103.75
Printing, Postage and Stationery	157.83
Raising funds	815.24
Rent	4,476.00
Subscriptions	303.40
Telephone / Broadband	117.94
Training	224.42
Website Costs	71.99
Total Expenditures	£67,174.80
NET OPERATING INCOME	£12,793.50
Other Expenditures	
Depreciation	181.13
Total Other Expenditures	£181.13
NET OTHER INCOME	£ -181.13
NET INCOME/(EXPENDITURE)	£12,612.37



mch
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 2022 for submission to the Charities Commission.

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

Signed.....*Kate Mayes*.....Dated.....27 Oct 2023.....
Kate Mayes (Oct 27, 2023, 9:53am)

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.

Signed.....*MCH*.....Dated.....27-10-2023.....

Marriane Hunt

MCH Admin & Solutions Ltd



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Busy Bees Pre-School (Bishops Sutton)

**On accounts for the year
ended**

31.12.2022

**Charity no
(if any)**

1031658

Set out on pages

3

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2022.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which 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:

Date:

27.10.23

Name:

Marrianne Hunt

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

Address:

MCH Admin & Solutions Ltd

Adelaide House, Portsmouth Road, Bursledon, Southampton

SO31 8EQ

Only complete if the examiner needs to highlight 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.