

"Supporting, developing and advising Early Years settings,
Practitioners and Families"

Bexhill & Battle Under Fives Association Ltd

Company Registration No: 5332657
Registered Charity No: 1110025

ANNUAL REPORT 2011

Registered Office:
1 Vermont Way
St Leonards-on-Sea
East Sussex
TN37 7TN

**website: www.bbufa.org.uk
email: leanne@bbufa.org.uk**



Introduction from the Board of Directors

As one of the Directors of BBUFA it is always difficult to summarise all of the excellent work our organisation carries out in one or two paragraphs in our Annual Report, however it is a time to reflect and share some of the challenges and highlights of the last year.

As always BBUFA continues to grow and diversify to ensure the ethos and aims of the organisation are met and to reach out to all who need us. Throughout last year BBUFA has met all the challenges presented to it head on, producing a stronger and more focused organisation. The knowledge of the pending loss of significant funding from East Sussex County Council for our development work was significant, leading to a restructure of the organisation. Luckily we were able to retain our team members in other posts, whilst we sourced new opportunities. Thanks must go to all of our team who through this difficult period of time continued to provide excellent services, supporting each other and remaining loyal to BBUFA.

One opportunity that we pursued was the Transitional Fund from the Lottery; they were looking for projects that would enable organisations traditionally funded through local and central government to become more sustainable, independently supporting its aims. In March 2011 we successfully bid for £29,000 and this will help us to diversify further ensuring the future of BBUFA.

Towards the end of the last financial year we were preparing ourselves for the launch of two new contracts in the Hastings Area, providing crèche services to Horizons and the Hastings Children's Centre. These contracts have bedded in well, with our new team supporting the work these two organisation carry out. Thanks must go to both Helen Atkin for securing the contracts and the great new team that we have employed in the Hastings Area for making it work.

As much as BBUFA relies on contracts for funding, we rely on our members for guidance and direction. The advisory group has provided BBUFA with a professional steer, an insight into the issues and challenges facing settings, enabling us to channel resources into specific areas and raising them at local and national levels. Our thanks must go to the practitioners who give up their time and professional guidance to BBUFA and whose support ensures that the organisation remains a knowledgeable and responsive agency within the sector.

BBUFA is a unique organisation and we thank our member groups, our partners and our staff team all whom have contributed to the successes BBUFA achieved in 2010-2011.

Lisa Hayward-Bartlett

BBUFA Ethos

- Bexhill & Battle Under Fives Association Ltd has provided continuous support to its member groups since 1993 and is committed to ensuring that its member groups are well supported.
- The Association believes in the highest quality care and provision for all children in partnership with their parents and carers.
- The Association Board and staff are a committed and well informed workforce who bring current thinking and information to its member groups through guidance and training.
- The Association liaises and works closely with other local and national organisations to ensure efficient and effective working practices are shared.
- The Association is approachable and open to ideas and suggestions both informally through; its staff, the Advisory Group, the BBUFA newsletter, events and workshops with members, and formally at its Annual General Meeting.
- The Association has grown substantially since it was established in 1993, but its ethos remains firmly with the children, families and practitioners it works with.



Development Work

Claire Dennis and Emma Turner have continued to deliver support to early years provisions throughout Bexhill, Rother, Hastings and Eastbourne in close partnership with the business development team at East Sussex Childcare and Extended School Service. Again there have been continuing challenges for many settings including sustainability concerns, managing staff issues and committee/trustee recruitment.

We continually aim to support as best we can, with a variety of support measures, and have been successful in building relationships, identifying areas for improvement and ensuring groups struggling with sustainability have been able to review their procedures and management to ensure they are no longer at risk. Sadly we have also had to support further closures this year which is a reflection on the current economic climate, and highlights the challenges that voluntary committees can face to ensure successful Early Years provision remain operational.

Our early years workforce and practitioners continue to demonstrate a positive and developing commitment to local children and their families, and have continually engaged with us and our support. There has been some uncertainty for settings with changes to the tools and publications shared with them, and many are braced for further changes as the news that department cuts in the new financial year will lead to further reductions to the support as contracts draw to a close. As we prepare for these changes we have been focusing on the proactive support, helping settings identify how to ensure they are meeting the requirements of the EYFS and Ofsted. We have also updated our committee handbook to reflect current practice and responsibilities, and offer useful and practical templates and examples of good early years management.

Our networking and committee workshops have continued to provide committees and lead practitioners with a platform to share news, ideas and updates within the sector. There have been some wonderful success stories with many committees demonstrating how their community spirit and drive has led to numerous achievements and fundraising for projects, and we have agreed to continue these in the new financial year. We are committed to striving to ensure that our early years sector is managed by strong voluntary management committees and as part of our pro active support in this, we have designed a training package aimed at ensuring new committees are supported in gaining and building upon the essential skills required for this challenging yet rewarding role.

We continue to produce our termly newsletters; providing up to date and relevant articles and information, covering subjects aimed at both practitioners and committee members, in addition to the features from members groups sharing their news and achievements, as well as detailing the successes in applications for our Small Grants Fund.

Looking forward to 2011/2012 we will ensure that our member groups continue to be supported, and hope to welcome new members as our contract with East Sussex comes to an end. We have also identified that updates to our website are required to ensure that it is an effective tool for members with additional information available online, and these will be completed early next year and will include a members only area to facilitate this.





Crèche Services

Horizons

2010 saw our Crèche services expand by nearly 300% with our new contracts in the Hastings area for our two new partners; Hastings Children Centres and Horizons Community Learning. We appointed a new team to deliver this work and they have been extremely successful in ensuring the delivery of first class crèche provision over the 5 registered sites. In total over 800 crèches have been delivered in this first year which is a great achievement – the organisation alone, to get correct staff to all venues is in itself no mean feat!

Feedback from our new partners has been very positive, with Sonia Plato from Horizons stating; "BBUFA have provided a professional and enthusiastic service. We look forward to building on the partnership in the coming year".

Our Rother team, in addition to supporting the new Hastings service, has continued to deliver their own complement of crèches for Rother Children Centres from their Egerton, Sidley, Pebsham, Battle, Robertsbridge and Rye sites, in addition to delivering mobile crèches within the area as required.

Our crèche provision is evaluated as standard, and these evaluations remain at a high standard with 89% of parents rating the quality of care within the crèche as 'very good' with the remainder 11% rating it as 'good'. The feedback to parents via our 'care records' also continue to be very well received with 79% of parents finding these 'very helpful' with the remainder 21% finding them 'helpful'. We are always looking to improve our evaluation information and in 2011-12 we will be introducing a broader range of questions to try to measure the potential wider impact of the free crèche provision.

We are committed to quality and investing in our staff team and this year has seen Sandra Chambers complete her NVQ4 with Sally Crockford and Shirley Markham successful in being promoted to Bank Seniors within the Rother team.

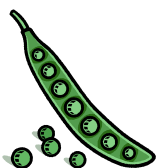
Funded by Rother & Hastings Children's Centres, Horizons Community Learning and Private Partners

Toddler Group Support

We continue to offer support to the toddler groups in the Bexhill area through funding from Rother Children's Centre. Our Toddler Support worker Shirley Markham visits the groups on rotation offering and modelling extended play opportunities. This role works closely with the toy library enabling groups to utilise and hire a selection of equipment which helps ensure that parents have a good range of quality experiences at their local group.



Activity Groups



These include our music and movement group Peapods at Pebsham and our physical activity group Little Monkeys at Sidley. These groups remain popular with parents, with Peapods lead by Julie Roarty and Sandra Chambers delivering the Little Monkeys sessions with both being supported by members of the Rother crèche team. We continue to contract this service out to external groups and partners as required.

Funded by Rother Children's Centres

Toy Library



We continue to successfully deliver our toy library services in Rother with our mobile service for the rural area and from our static site in Sidley for Bexhill.

In 2010-11 we hired out in excess of 2,000 items of equipment and joined 325 new members to the service 21% of whom were new to Children Centre services.

We have continued to invest in good quality resources and this is reflected in the evaluations of which 84% reported that the quality was 'very good' with the remaining 16% stating 'good'.

This service was at high risk of not being funded for 2010-2011 and we were delighted that we secured a continuation of this contract. However, 2011-2012 remains very uncertain and whilst the evaluations show a clear value for the service, it was disappointing to learn that 35% of current members said they would not be prepared to pay for the service should funding be unavailable which means that the options for this service post any loss of funding is most definitely uncertain. However, we will continue to strive to seek alternative funding options and investigate possible solutions so that this service can be retained in some capacity post any funding cuts in 2012.

**Funded by ESCC and
commissioned by Rother Children Centres**

The Year Ahead 2011-2012

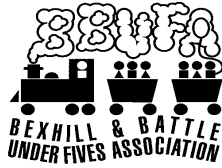
Although we anticipated a heavy reduction in funding for our services for 2011-12 we were fortunate to only have one of our contracts discontinued. Therefore the year ahead is not as bleak as we might have expected, although obviously the loss of our development work contract has had a very real impact on the staff team that delivered this contract and of course the early years sector, which is now largely unsupported. This undoubtedly will have a knock on effect in the long term effectiveness and sustainability for some provisions who are not BBUFA members and we are committed to look to securing alternative funding opportunities to enable us to continue this vital work and ensure the standards in the sector are maintained.

2011 saw the re-structure of our membership services which moved to a scaled support model and one of our primary focuses in 2011 will be ensuring that we are able to fully support our members at the level they have purchased. We are also committed to ensuring that members can benefit from a range of BBUFA services at reduced prices, ie training, workshops and events, and we will seek to ensure that we deliver a balanced programme throughout the year to reflect this.

One of the positive results from our loss of funding was the ability to apply for a grant from the Transition Fund which we duly did and were successful in securing! Subsequently in 2011-12 we will be looking to source some new premises out of which we will set up and run our own early years provision and from which our other services will be based. It is our goal that this will become a 'centre of excellence' for our organisation where our member groups can get support, advice and additional services within a 'real setting' arena.

Whilst all our other contracts continue to be funded, much of the Government spending review cuts have yet to be fully realised and subsequently we are very mindful that the future is still uncertain, and although we took measures in 2010-11 to reduce our organisation's outgoings and despite our expansion following our funding award, we will continue to monitor and reduce costs wherever possible in the following year to ensure as an organisation we remain sustainable and able to deliver quality services.

We would like to take this opportunity of thanking all our Partners, staff team and members for their continued support in Bexhill & Battle Under Fives Association Ltd and we look forward to continued working with you in the coming year/s!



Bexhill & Battle Under Fives Association Ltd

Company Registration No: 5332657

Registered Charity No. 1028279

Introduction & Financial Report from the Board of Directors

This information relates to the financial recording for the year
1st April 2010 to 31st March 2011.

BBUFA has continued to provide high quality services to various partners and organisations offering excellent value for money. We have taken on two large pieces of work delivering crèche services into the Hastings area for new partners Hastings Children's Centres and Horizons, which has seen our annual income grow to nearly £220,000. In the shadow of dwindling finances through government funded organisations this year BBUFA had to ensure that each area of work was tightly managed, with no overspends and prepared for possible redundancies as contracts faced the possibility of not being available or significantly reduced.

During this financial year it was recognised that our reserves needed further funds to ensure we could make the organisation future proof and we have limited spending, reduced overheads and looked for innovative methods to deliver services. Once again BBUFA has to look towards the fantastic team, as always it is their hard work and dedication of our board that has enabled BBUFA to continue to maintain the financial stability of our organisation.

A full copy of our audited accounts are available for those of you with more of an interest in our finances. For the rest of us we have prepared some basic information, over the next few pages which show how we earned and spent our money in 2010-2011.

Profit and Loss Statement for Financial Year 2010 - 2011

Year	2010 - 2011	2009 - 2010	2008 - 2009	2007 - 2008
Turnover / Income	£213,925.00	£126,081.94	£111,817.00	£84,032.00
Expenditure	£184,978.00	£123,074.89	£95,203.21	£95,518.00
Operating Profit	£28,947	£3,007.05	£16,613.16	-£11,468.00



Contract and Funding Stream Breakdown 2010-2011

Board Income & Reserves	
Brought Forward	£23,612.68
Income	£4,223.00
Expenditure	£4,727.00
Transfer of private crèche funds to reserves	£6,823.00
Balance	£34,658.68
Comments: BUFA Reserves to ensure stability of organisation. To enable us to continue to support our members by subsidising training and development opportunities.	

Rural Children's Centres	
Brought Forward	-£2,805.52
Income	£26,901.00
Expenditure	£25,800.00
Balance	£1,705.52
Comments: This includes our Peapods and Little Monkeys projects.	

Horizons Project	
Brought Forward	-£107.15
Income	£42,906.00
Expenditure	£39,217.00
Balance	£3,581.85
Comments: New contract for 2010-11. Balance of funding will be rolled over to 2011-2012 and invested in staff training and development.	

EYCESS	
Brought Forward	£5,162.68
Income	£40,734.00
Expenditure	£40,311.00
Balance	£5,585.68
Comments: This year we have under spent on this contract. However just over £4000 has to be reserved for a specific volunteer recruitment project that is still running.	

Private Crèche	
Brought Forward	£Nil
Income	£22,124.00
Expenditure	£15,311.00
Balance	£6,823.00
Comments: Income from our Private Crèche will be used to support the training and development of our team and our member groups. We transfer this money across and use as operational reserves for BUFA.	

Core Cost Recovery	
Brought Forward	-£414.81
Income	£21,934.00
Expenditure	£10,806.00
Balance	£10,713.19
Comments: This income is formed from all of our contracts and covers the business costs to run our business. This includes book-keeping, administration, management and building a fund for supporting any redundancy of posts due to loss of contracts etc.	

Toy Library	
Brought Forward	£1,437.00
Income	£30,839.00
Expenditure	£26,313.00
Balance	£5,963.73
Comments: This year we have under spent on this contract, however we have carried forwards the balance to support new resources for the service and vehicle costs.	

Hastings Children's Centres	
Brought Forward	£842.79
Income	£24,934.00
Expenditure	£21,891.00
Balance	£3,885.79
Comments: This is a new contract for 2010-2011 and we have managed the contract very closely to ensure we keep within budget. Balance of funding will be rolled over to 2011-2012 and invested in staff training and development.	

BUFA employ a qualified accountant to examine our annual books and provide support through the year on all matters relating to financial queries.

A full copy of the financial report can be requested at any time or viewed on the Companies House website.

We hope you find the information contained within this document sufficient however if you have any queries relating to our accounts please contact Lisa Hayward-Bartlett, Director, contact details are available on our website www.bbufa.org.uk

BBUFA's Board

Lisa Bartlett – Managing Director
Marie-Ange Coxhead – Company Secretary

BBUFA's Staff team

Development Manager

Helen Atkin

Administrator & Book-keeper

Leanne Walker

Pre-school Development Worker

Emma Turner

Toddler Support Worker

Shirley Markham

Rother Crèche Team & Activity Groups (Peapods and Little Monkeys)

Sandra Chambers - Crèche Team Leader

Julie Roarty - Deputy Crèche Leader

Sessional Crèche Workers - Anne Andrews, Lisa Barrett, Shirley Markham, Sally Crockford, Niki Elliott, Heidi Jackson and Simone Sawyer

Toy Library

Claire Dennis – Toy Library Manager and Bexhill Toy Library

Ewa Biadala-Peters - Rural Area

Elaine Reid - Rural Area

Hastings Crèche Team

Claire Davis - Crèche Team Leader

Karen Thunder – Deputy Crèche Team Leader

Senior Crèche Workers - Alison Hitchman, Tracy Noble, Julie Page and Kyrsty Winch

Sessional Crèche Workers – Katie Booth, Michelle Brooker, Sarah Dempsey, Elaine Kinsella, Jackie Moule, Abbie Murrow, Charmaine Pink, Magdalena Tamale and Carol Wardroper.

BBUFA Advisory Group

Ruth Dicken - Netherfield; Lynn Harding - Etchingham; Julie Webster - Little Common; Tracey Maskell - Robertsbridge; Kath Boyd - Ninfield; Helen Clifford - Cygnets, Bexhill; Karen Woodgate - Early Years, Bexhill; Glenys Cornwall - Crowhurst; Alison Grinham - Ticehurst; Karen Hathaway - Herstmonceux; Beverley Smith - Asten Fields, Battle.

BBUFA's Members

Playgroups, Pre-Schools, & Nurseries

Bexhill: Bexhill High School Nursery, Cygnets Childcare Centre, Early Years Nursery, Little Common Playgroup, Rainbow Childcare Centre, St Mary Magdalene Independent Nursery, Stepping Stones Playgroup.

Rural Rother: Battle Pre-School Playgroup, Crowhurst Playgroup, Etchingham Under Fives, Herstmonceux Pre-School, Ladybirds Pre-School, Little Acorns Hurst Green Playgroup, Little Punnetts, Netherfield Pre-School, Ninfield Pre-school, Robertsbridge Children's Services, Rye Pre-school Playgroup, St Mary's Nursery, Sedlescombe Pre-School, Stonegate Pre-School, Westfield Playgroup.

Eastbourne: Chalk Hill Pre-school, Eldon Road Pre-School, Jennie Wren Nursery School, Jumping Beans Pre-school, Lower Willingdon Pre-School Nursery, Polegate Pre-school Playgroup, Rising Stars Pre-school, Stone Cross Independent Pre-school.

Hastings: The Athelstan Nursery, Crest Pre-school Playgroup, Fairlight Nursery, Ore Church Mice Playgroup, Park Road Under Fives, St Peter & St Paul's Playgroup, Silverhill Playgroup, Stepping Stones Pre-school.

Thank you all for your continued support!