



## Trustees' Annual Report for the period

From 1 September 2020 Period start date  
To 31 August 2021 Period end date

**Charity name: Brookside Pre-School**

**Charity registration number: 1035696**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The aim of our Pre-school is to enhance the Development and Education of children under statutory school age.</p> <p>To provide a safe and stimulating learning Environment which is built on the key principles of the EYFS.</p> <p>To offer inclusive provision for all children and their families by providing an environment which recognises and supports the individual needs of all children regardless of their race, culture, religion, means or ability.</p>
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	<p>Brookside Pre-school takes a holistic approach to the learning and development of each child. By doing this we strive to meet the individual needs of each child and their family.</p> <p>Our relationship with the children's families is the cornerstone of our practice. By building a unique and lasting relationship with the parents we strive to meet the needs emotionally, socially and educationally of each child.</p> <p>To build on these partnerships we continuously involve families in their</p>

		<p>child's learning by using an online learning journey named 'Tapestry' which both practitioners and parents can contribute to and share information.</p> <p>We encourage families to support their child's learning by holding 'stay and play sessions, offering parents evenings and parent workshops. We have recently been allocated an allotment on the community plot and have had much involvement from parents in establishing this.</p> <p>We take on board parental feedback to influence the running of the setting to ensure that we are offering a high-quality service which is tailored to the local community's needs. We have many Parents who work within our parent committee, supporting fundraising events which are often open to the whole community. Families can take on responsibilities, lead others and enhance their understanding of children's learning.</p> <p>We have forged links within the local community and take part in the summer festival each year. We provide and maintain close links with the local primary schools in order to give a secure transition from pre-school to mainstream education.</p> <p>Brookside offers an inclusive, multicultural, nurturing environment where all children are valued and encouraged to build their confidence, learn and try new experiences.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have regard to the guidance on public benefit in their decision making processes.

**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	We are grateful for our Committee and Parent Committee who take time out of their busy lives and help us make Brookside the pre-school it is today.
Other		Any surplus funds are used to enhance the provision to the children and secure the future of the pre-school for years to come.

## 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>Brookside Pre-School provides a nurturing, supportive, caring, secure and safe environment for our children to play, learn and develop into happy, confident, independent individuals.</p> <p>We are a well-established early year's educational setting within our community. Many of our children are the younger siblings, cousins or children of previous pupils. Our families come from many different backgrounds and the child's individual needs are acknowledged whatever their race, culture, religion, means or ability.</p> <p>Presently in 2020/21, we have 38 children on roll. The Children attend a variety of mornings, afternoons, full days or a mixture of all three types of sessions. We also provide a wrap-around service to link with the local Nursery school. We offer places to both</p>

	<p>paying parents and funded 2- year olds, children eligible for 15 hours and 30 hours funded childcare currently provided by the Government.</p> <p>We undertake small fundraising activities with the support of the families of our children. The money raised is used for resources and equipment to enhance our provision. We are currently investing in Forest school resources which will be used when we offer weekly Forest school sessions for our children from September 2021. These sessions will be run by our Manager who has recently qualified as a Forest School Leader. We were also allocated an allotment plot near to the pre-school, and funds raised have also contributed to the costs involved in setting this up. The allotment has provided the children with the opportunity to grow their own fruit and vegetables as well as planting other seeds and bulbs.</p> <p>Brookside Pre-School operation is overseen by the trustees of the committee, who as volunteers, give their time freely to support and guide the pre-school staff in meeting the care and learning needs of all of the children attending the preschool.</p> <p>Our Children who started school in September this year were well prepared and confident to enter the next stage of their education. We worked closely with the families of children with SEND to ensure that their child had been seen by other professionals and had the correct documentation which meant that the school had a statutory requirement and the funding to offer them additional support.</p>
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**Additional information (optional)**

You may choose to include further statements where relevant about:

	<p>Para 1.41</p>	
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Achievements against objectives set		
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	
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We have a reserve which we have ring fenced which would cover 3/4 months running costs / redundancy payments. Any other amounts over this required reserve is used on developing the provision for the children. Sometimes we save up for larger items over a period of time and try to supplement it with fundraising.
Amount of reserves held	Para 1.22	£51,195
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

### 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	Our main source of funds is via nursery grant funding from the local council, fees paid by parents and small fundraising ventures to supplement the funds.
Investment policy and objectives including any social investment policy adopted	Para 1.46	The majority of our income is applied to staff costs and rent. All fundraising income is spent directly on benefiting the children through the purchasing of new toys and equipment.
A description of the principal risks facing the charity	Para 1.46	The main risk to the charity is a reduction in the number of admissions and rising running costs eg staffing, rent and utilities. Low numbers would reduce the amount of funding received which would impact on expenditure.
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution Adopted 8 October 1993 As Amended on 5 October 1995 and 28 January 2011
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Association
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	Trustees are appointed or re-appointed annually at the AGM every year.

### 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 preschool follows Dept of Education statutory requirements and our own policies and procedures to safeguard children and manage children's safety. In addition, all staff, volunteers and trustees are fully DBS checked.  All financial expenditure is authorised by 2 signatories and checked by a third party.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The pre-school works to the statutory requirements set by the Dept of Education and inspected by Ofsted. The pre-school management team (staff and committee) meets termly to review the educational provision to ensure the pre-school supports the learning and development needs of all the children.
Relationship with any related parties	Para 1.51	Brookside pre-school enjoys strong links with the local community and local primary schools. This includes supporting community fundraising projects and learning partnership projects to support children's transitions from preschool to school.
Other		All of Brookside's trustees give their time freely and receive no remuneration for their services.

### Reference and Administrative details

Charity name	Brookside Pre-School
Other name the charity uses	
Registered charity number	1035696
Charity's principal address	The Scout HQ, Gatley Hill, Off Church Road, Gatley Cheadle, Cheshire

	SK8 4EY

**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Mrs Natalie Jensen	Chair		Members
2	Mrs Victoria Holmes	Treasurer		Members
3	Mrs Camilla Cheung	Secretary	Up to August 2021	Members
4	Mrs Jane Kelly		From June 2021	Members
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**Corporate trustees – names of the directors at the date the report was approved**

<b>Director name</b>		

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

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	

## 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)

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

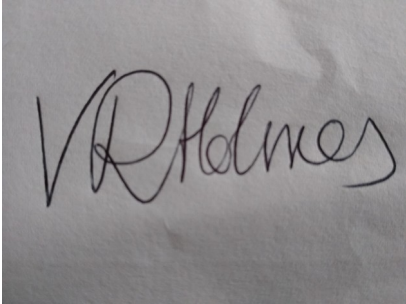

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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Victoria Holmes	Natalie Jensen
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Position (eg  
Secretary, Chair,  
etc)

Treasurer	Chair
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Date

20/06/2022
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# Independent examiner's report on the accounts

## Section A Independent Examiner's Report

Report to the trustees/ members of

On accounts for the year ended  Charity no (if any)

Set out on pages

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.

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 Act 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.

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

Signed:  Date:

Name:

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

Address: 18 Highcrest Avenue  
Gatley, Cheadle  
Cheshire. SK8 4HD

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material problems.

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

None to report

BROOKSIDE PRE-SCHOOL

INCOME & EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31st AUGUST 2021

<u>EXPENDITURE</u>	£	£	<u>INCOME</u>	£	£
Wages Paid	81,463.99 ✓		Fees / Nursery Grants		116,424.30
Rent	7,260.00 ✓				
Milk	698.10		Milk Rebate		734.50
Snacks	1,203.61		Donations		144.00
Training	116.50				
Christmas & End of Year Party	589.09				
Housekeeping	1,857.21				
Annual Fees / DBS Checks/ Subs	193.60				
Phone / Internet Services	902.55				
Insurance	730.65 ✓		School Uniform	-	
Fundraising costs	0.00		Fundraising	55.00	
Stationery	360.45				
Craft Materials	432.78				
Trips	0.00				
Administration Services	1,604.00 ✓		Income on Activities	55.00	
Toys & Books	1,312.73				
Depreciation of Equipment	1,209.65 ✓				
Sundries	265.30 ✓		Interest Earned		49.99
Staff Uniform	651.56				
School Uniform	-				
Excess of Income over Expenditure	16,556.02				
	<u>117,407.79</u>				<u>117,407.79</u>

BROOKSIDE PRE-SCHOOL  
BALANCE SHEET AS AT 31st AUGUST 2021

Accumulated Funds	£	£	Fixed Assets	£	£
Balance as at 01.09.20	65,230		Additions to Equipment		
This Year	<u>16,556</u>		year-ended 31.08.20	8,773	
		81,786	This Year	5,475	
Local Authority Grant 1989	700		Less Depreciation	<u>9,659</u>	4,589
This Year	<u>-</u>				
		700	Current Assets		
Creditor			Debtors (incl. Equals balance)	1,725	
			Uniform Stock	-	
			Bank Balances	76,172	
				<u>77,897</u>	
		<u>82,486</u>			<u>82,486</u>

The above accounts have been prepared from the books of accounts, vouchers and information supplied to me and are certified as correct in accordance with the same.

*A. J. Kilmister*

A.J. Kilmister  
18 Highcrest Avenue  
Gatley  
Cheshire  
Cheshire  
SK8 4HD

