



## Trustees' Annual Report for the period

From 1 September 2021 Period start date  
To 31 August 2022 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</p>

		<p>their 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 an allotment on the community plot and have had much involvement from parents to maintain 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	Para 1.18	The trustees have regard to the guidance on public benefit in their decision making processes.

public benefit		
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**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 invest in and 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 2021/22, we have 38 children on roll. The Children attend a variety of mornings, afternoons, full days or a mixture of all three types of</p>

		<p>sessions. We offer places to both 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 continuing to invest in Forest School resources to be used in our weekly Forest school sessions for our older children. These sessions are run by our Manager and Deputy Manger who have recently qualified as a Forest School Leaders. We also still have an allotment plot near to the pre-school, and funds raised have also contributed to the costs involved in maintaining this. 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 over seen 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:

Achievements against objectives set	Para 1.41	
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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 2 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	£31,255.00
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. Rising costs of rent/utilities rising more than the increase we received through funding will also have an impact on our finances.
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 Emma Henderson	Chair	From March 2022	Members
2	Mrs Victoria Holmes	Treasurer		Members
4	Mrs Jane Kelly	Secretary	Till June 2022	Members
5	Mrs Elizabeth Bradbury	Member Secretary	From March 2022 From June 2022	Members
6	Mrs Rachel Sturman	Member	From March 2022	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

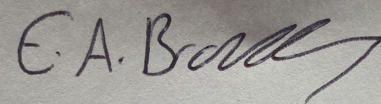
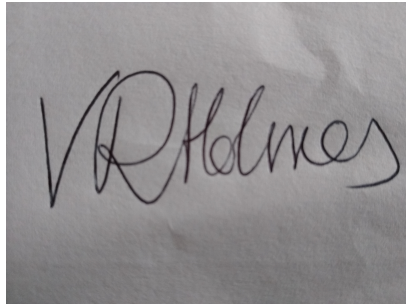
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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Victoria Holmes

Elizabeth Bradbury

Position (eg Secretary, Chair, etc)

Treasurer

Secretary

Date

28/05/2023

BROOKSIDE PRE-SCHOOL

INCOME & EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31st AUGUST 2022

<u>EXPENDITURE</u>	£	£	<u>INCOME</u>	£	£
Wages Paid	105,016.53		Fees / Nursery Grants		100,497.97
Rent	7,260.00				
Milk	759.10		Milk Rebate		339.30
Snacks	1,332.37		Donations		308.50
Training	3,324.20				
Christmas & End of Year Party	343.92				
Housekeeping	418.63				
Annual Fees / DBS Checks/ Subs	239.00				
Phone / Internet Services	1,249.23				
Insurance	841.37		School Uniform	-	
Fundraising costs	117.49		Fundraising	642.20	
Stationery	520.47				
Craft Materials	1,110.86				
Trips					
Administration Services	1,787.11		Income on Activities		642.20
Toys & Books	2,629.19				
Depreciation of Equipment	2,183.09				
Sundries	957.19		Interest Earned		58.03
Staff Uniform	207.00				
School Uniform	-				
Excess of Income over Expenditure	(28,450.75)				
	<u>101,846.00</u>				<u>101,846.00</u>

BROOKSIDE PRE-SCHOOL

BALANCE SHEET AS AT 31st AUGUST 2022

<u>Accumulated Funds</u>	£	£	<u>Fixed Assets</u>	£	£
Balance as at 01.09.21	81,786		Additions to Equipment		
This Year	<u>(28,451)</u>	53,335	year-ended 31.08.21	14,248	
			This Year	798	
Local Authority Grant 1989	700		Less Depreciation	<u>11,842</u>	3,204
This Year	<u>-</u>	700			
			<u>Current Assets</u>		
Creditor			Debtors (incl.Equals balance	341	
			Uniform Stock	-	
			Bank Balances	50,490	
				<u>50,831</u>	
		<u>54,035</u>			<u>54,035</u>
					0.00

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  
18 Highcrest Avenue  
Gatley  
Cheadle  
Cheshire  
SK8 4HD



