

# **Irvinestown Pre-School Playgroup**

## **Trustees' Annual Report**

**Year ended 31 August 2023**

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The trustees present their report and the unaudited financial statements of the charity for the year ended 31 August 2023.

### **Reference and administrative details**

**Registered charity name** Irvinestown Pre-School Playgroup

**Charity registration number** 103035

**Principal office** Old Victoria School  
Scallen Road  
Irvinestown  
Co Fermanagh  
BT94 1HU

### **The trustees**

Mrs E Hetherington  
Mrs L Brown-McArdle  
Mrs S Simpson  
Mrs S Carleton  
Mrs C Millar  
Mrs C Hunter  
Mrs C Maguire  
Mrs G McCaffrey  
Mrs N McCarney  
Mrs S Knox

**Independent examiner** Gary Thompson  
24 Main Street  
Kesh  
Co Fermanagh  
BT93 1TF

### **Structure, governance and management**

#### **Governing document**

Irvinestown Pre-School Playgroup is registered with the Charity Commission for Northern Ireland.

# Irvinestown Pre-School Playgroup

## Trustees' Annual Report *(continued)*

Year ended 31 August 2023

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### Structure, governance and management *(continued)*

#### Governance

Irvinestown Pre-School Playgroup has a responsibility to conduct its business efficiently. The establishment of, and the strict adherence to sound financial management policies is an integral part of the organisation. The trustees and Management Committee are committed to establishing, maintaining and applying all necessary good practice to ensure that their duty of care to the management of finances of the organisation are fulfilled. The trustees are responsible for taking the strategic decisions of how the Charity will move forward and who also are responsible for appointments of future trustees.

It is essential that Irvinestown Pre-School Playgroup control all operational risks as far as is possible. This includes the participation of all those involved directly or indirectly with the banking arrangements for the organisation. Along with the financial systems of the organisation, this policy aims to detail responsibilities, risk management, internal controls, and audit requirements associated with the use of online banking.

#### Objectives and activities

##### Principal activity

Irvinestown Pre-School Playgroup is a pre-school setting. There is a fully trained and experienced staff who plan a play based curriculum. This curriculum is planned in line with the NI pre school curriculum. The organisation has an extensive bank of policies pertaining to all areas within the pre school curriculum, identifying all the areas of learning, health and safety and child protection to ensure a cohesive approach to the children's learning. The children are taught through a play based curriculum five days per week.

The benefit flowing from the purposes of Irvinestown Pre-School Playgroup is that all children in the community will have equal opportunities to learn and develop their personal capabilities and thinking skills to achieve their potential with the Northern Ireland Pre-school curriculum. The children have a safe and secure environment in which they can develop, which benefits their well being as a whole. This will benefit the community as a whole as the children in the Pre-school setting will begin their school career on a positive footing towards becoming good citizens within the community. The children's performance will be monitored, observed and recorded by fully trained staff, who are in turn inspected regularly by inspection authorities.

#### Achievements and performance

The charity continued to operate successfully throughout the year and meet the objectives that it was set up to achieve as listed above.

#### Financial review

##### Review of the Business

The charity is non-profit making with a net deficit of £5,073 for the year. The management continues to be engaged in ongoing efficiency savings and is aware of the sustainable use of resources.

##### Reserves Policy

The trustees of Irvinestown Pre-School Playgroup have set a reserves policy which require that reserves be maintained at a level which ensures that the charity's core activity could continue during a period of unforeseen difficulty and to assist in the future strategic development of the organisation. The trustees have agreed that the Charity should endeavour to hold reserves at an amount not less than £15,000 in an effort to minimise the risks identified by the charity.

# **Irvinestown Pre-School Playgroup**

## **Trustees' Annual Report *(continued)***

**Year ended 31 August 2023**

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The trustees' annual report was approved on 25 October 2023 and signed on behalf of the board of trustees by:

Mrs E Hetherington  
Trustee