

BROOKSITE UNDER 5'S

England & Wales · Charity number 1028184

Details

Other names	BROOKSITE PLAYGROUP
Status	Registered
Legal form	Other
Registered	1993-11-12
Register	View on the Charity Commission register

Contact

Address C/O Belper School
Belper
Derbyshire
DE56 0DA

Phone 07989128155

Activities

Objects: TO ENHANCE THE DEVELOPMENT AND EDUCATION OF CHILDREN UNDER STATUTORY SCHOOL AGE BY ENCOURAGING PARENTS TO UNDERSTAND AND PROVIDE FOR THE NEEDS OF THEIR CHILDREN THROUGH COMMUNITY GROUPS

Activities: Provides term time sessional care and education for children between the ages of 2 and 5 years of age in a small friendly group that is Ofsted registered and part of the local Early Years Partnership.

Classification

- **How:** Provides Human Resources, Provides Services
- **What:** Education/training
- **Who:** Children/young People

Geography

- Derbyshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£69,824	£76,821	-	-
2024-08-31	£79,765	£71,819	-	-
2023-08-31	£78,399	£81,160	-	-
2022-08-31	£71,008	£69,964	-	-
2021-08-31	£54,942	£63,285	-	-
2020-08-31	£77,667	£72,208	-	-

Trustees

Name	Role	Appointed
Craig Richard Embling	Chair	2023-10-31
Adele Gratton		2022-04-01
Emma Slack		2024-10-31
Gemma Blount		2023-10-31
Heidi Meynell		2023-04-01
Jemma Gunn		2019-10-10
Leann Webster		2025-12-01
Lois Dalton		2023-04-01
Rachel Mellor		2024-10-31

BROOKSITE UNDER 5'S

England & Wales - Charity number 1028184

Accounts

School Year 2024/25 - Brooksite Under 5's Chair Persons Report

It is with pleasure that I have the opportunity to deliver the Brooksite Under 5's Chair Persons Report for the 2024/25 School Year. We have had yet another successful year, with some great activities, events and achievements, which I will cover in more detail later.

Staffing

The team have all completed core training and development over the year, using inset days to provide time for the team to update their knowledge and professional development.

Achievements

We hosted our Christmas Party in December, where all the children tucked into a chippy lunch from the local Chip Shop. We also had a great party with lots of fun and games, as well as a visit from Santa, where all the children received a gift and a chocolate treat.

There is now funding for 15 hours for 2 year olds, and the uptake on this has been positive, as well as the Thursday club have been able to explore the wider area, visiting local parks, shops and bus trips. While out, the children were able to learn and practice their road safety skills.

We have been able to continue to offer our Robot Reg, Twistin Tots and Kids Yoga session, which the children have really enjoyed.

We had a visit from a local Beekeeper to talk about Bees and how Honey is made, the children had the opportunity to taste the honey whilst learning about hives, beeswax and all the things Bees do.

We have been able to do more transition days this year with Pottery School to ensure that the children are as ready as possible for big school.

We have seen a rise in uptake for our sessions and were mostly full towards the end of the summer term, which has led to a great start in September.

Clas DoJo has continued to be a great sharing and communication platform for parents / carers to keep up to date with their child's progress and achievements, as well as providing a consistent way to share important dates and information.

We hosted our school leavers mini party on the park, with cake and cuppas for parent and carers.

We held a Christmas raffle and a pre-school bakeoff to raise funds for pre-school, also selling Ice Creams at pick up time on hot days.

Parent / Carer feedback has been positive from the leavers questionnaires, all happy with the level of care, learning and attention their child received during their time at Brooksite.

During the summer term, we joined with Pottery School where they have welcomed the children, where they have gone in and shared time in their indoor and outdoor play areas.

Other

The accounts have run smoothly, and have a healthy balance ready for next year, we have also seen new parents come forward and join the committee, with lots of great ideas and energy to continue to take the setting forward.

We have appointed a new Manager into the setting to start in October, with Savannah leaving us after nearly 10 years being the Preschool Manager

Thanks

All it leaves for me to say is a huge thankyou to everyone who has given their time willingly to support and to add value and purpose to our preschool. Let's see what this year brings!

SUMMARY

2024/2025

	Sept	Oct	Nov	Dec	Jan	Feb	March	Apr	May	June	July	Aug
Opening Balance	£32,736.03	£27,875.33	£24,868.18	£25,478.49	£26,584.99	£25,651.06	£29,294.98	£25,354.76	£25,274.18	£22,260.91	£22,824.55	£23,448.94
Total Income	£0.00	£3,619.44	£7,457.75	£6,965.02	£5,372.64	£8,889.98	£10,912.40	£85.50	£3,954.00	£6,477.45	£7,417.44	£8,672.02
Total Expenditure	-£4,860.70	-£6,626.59	-£6,847.44	-£5,858.52	-£6,306.57	-£5,246.06	-£14,852.62	-£166.08	-£6,967.27	-£5,913.81	-£6,793.05	-£6,381.96
Net Cash Flow	-£4,860.70	-£3,007.15	£610.31	£1,106.50	-£933.93	£3,643.92	-£3,940.22	-£80.58	-£3,013.27	£563.64	£624.39	£2,290.06
Ending Balance	£27,875.33	£24,868.18	£25,478.49	£26,584.99	£25,651.06	£29,294.98	£25,354.76	£25,274.18	£22,260.91	£22,824.55	£23,448.94	£25,739.00
INCOME												
Subs		£1,323.00	£902.00	£1,028.00	£1,124.00	£561.50	£879.50	£85.50	£409.50	£1,141.50	£675.00	£218.00
Funding		£2,283.44	£6,537.75	£5,812.02	£3,995.64	£8,328.48	£9,092.40		£3,544.50	£5,335.95	£6,684.36	£8,454.02
Fundraising		£13.00	£18.00	£30.00	£133.00		£47.50				£58.08	
Party				£95.00	£120.00							
Milk												
Refunds							£893.00					
TOTAL	£0.00	£3,619.44	£7,457.75	£6,965.02	£5,372.64	£8,889.98	£10,912.40	£85.50	£3,954.00	£6,477.45	£7,417.44	£8,672.02
EXPENDITURES												
Wages	£4,487.67	£4,745.20	£4,864.48	£4,964.06	£4,802.46	£4,873.80	£10,525.46		£5,368.15	£5,308.20	£5,345.32	£4,989.81
HMRC		£577.09			£733.16		£908.59				£1,035.90	
Pension	£133.69	£147.55	£161.48	£170.11	£158.17	£128.27	£365.49		£191.36	£194.23	£193.16	£184.73
Committee Exp	£4.49			£328.75	£64.20			£1.99			£6.38	
Consumables	£59.83	£129.55	£96.06	£66.78	£152.46	£55.88	£214.31	£85.07	£69.40	£237.34	£47.13	£12.00
New Equipment	£42.12	£66.89	£77.67	£29.81	£89.89	£42.38	£128.51	£32.53	£54.58	£62.91	£3.99	
Training												
Insurance/PSLA									£1,221.39			
Fundraising												
Party												
Ofsted REG					£50.00							
Building												
Rent	£75.09	£890.50	£1,114.72	£112.62	£197.02	£84.92	£1,198.88				£99.18	£864.23
Sundries												
Admin	£57.81	£69.81	£533.03	£186.39	£59.21	£60.81	£620.88	£46.49	£62.39	£111.13	£61.99	£331.19
Refunds							£890.50					
TOTAL	£4,860.70	£6,626.59	£6,847.44	£5,858.52	£6,306.57	£5,246.06	£14,852.62	£166.08	£6,967.27	£5,913.81	£6,793.05	£6,381.96

Independent examiner's report to the trustees of Brooksite Under 5's

I report to the trustees on my examination of the accounts of the Brooksite Under 5's Trust for the year ended 31 August 2025.

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 all 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 in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: 

Name: Matthew Boucher
Address: 11 West Street
Riddings
Derbyshire
DE55 4EW

Date: 3 March 2026

BROOKSITE UNDER 5'S

England & Wales - Charity number 1028184

Accounts

School Year 2023/24 - Brooksite Under 5's Chair Persons Report

It is with pleasure that I have the opportunity to deliver the Brooksite Under 5's Chair Persons Report for the 2023/24 School Year.

We have had yet another successful year, with some great activities, events and achievements, which I will cover in more detail later.

Staffing

The team have all completed their required training throughout the year, with some specific training to ensure that they met the children's individual needs.

Achievements

We have been in a fortunate position this year, where we have been able to do more than we done in previous years, including trips and extra-curricular activities, all aimed at getting the children school ready.

In December, we hosted our first ever pre-school trip to Bluebells farm, with the support of the team and parents/carers, we were able to make this event a great success, this was followed by the Christmas Party, which included a chippy lunch and a visit from Santa, who brought a gift for each child.

We were also able to introduce Twisten Tots, as an extra musical, movement and expressive arts activity, which has gone down well, with the children looking forward to every next session. We also continued with the fortnightly Robot Reg session, along with Forest School for the rising 5's.

In spring, we had the opportunity to host some very special eggs, where the children could be part of the egg/chick lifecycle. The children were able to look after the eggs and in turn chicks, as well as having a photo taken with a chick as a keepsake to remember their experiences. Special thanks to Lois Photography for facilitating. The activity also raised £150.

In the summer, on a wet and wonderful Sunday, we held our first open day fundraiser in 10 years, with the help of the team, parents, carers and extended family, the day was a great success with games, stalls, cakes, facepainting, bouncy castle and a special visit from the local fire engine. We also had a fantastic raffle, with some amazing prizes sought by our committee treasurer.

We held a mass garden clean up in May, where preschool parents and grandparents reinvigorated the outdoor space, also donating new outdoor tables, chairs, mud kitchen and garden accessories, which has allowed the children the opportunity to plant seeds and watch their fruit and vegetables grow, even having the chance to taste some of their efforts at snack time.

Sam completed the Hiking the Peaks Challenge, walking over 20 miles in a day, which raised over £200 for preschool, which has paid for a new fence between the two rear outdoor areas.

We held the school leavers party at the end of the summer term for the children who were going to school in September, this was really well received with a special visit from Robot Reg, a buffet lunch, with drinks and cake for parents who wished to pop in for one last time.

Other

We started using Class DoJo this year as a way to share information and to update parents and carers on how their children are getting on. This has also supported a much easier way to communicate with the team and has received some really positive feedback

We had a visit from DSB photography, who took some great photos of the children, where many parents and carers were able to purchase professional photos of their children.

Thanks

All it leaves for me to say is a huge thankyou to everyone who has given their time willingly to support and to add value and purpose to our preschool. Lets see what this year brings!

Brooksite Under 5's

Income		2023/2024
Session Fees		£9,045.90
Funding		£69,054.08
Fundraising		£1,386.26
Party		£278.60
Refunds		£0.00
Milk		£0.00
Petty Cash/Mat Pay		£0.00
Total		£79,764.84
Expenditures		
Wages		£56,477.11
HMRC		£840.33
Committee Expenses		£859.12
Consumables		£1,248.44
New Equipment		£757.94
Pension		£1,765.37
Insurance/PSLA		£930.50
Training		£145.00
Ofsted Reg		£50.00
Building		£928.65
Rent		£4,972.41
Sundries		£15.97
Refunds		£0.00
Admin		£2,828.48
Total		£71,819.32
Balance B/Fwd		£24,790.51
Income		£79,764.84
Expend		-£71,819.32
Total		£32,736.03
Buildings Acc		£18,529.24

Independent examiner's report to the trustees of Brooksite Under 5's

I report to the trustees on my examination of the accounts of the Brooksite Under 5's Trust for the year ended 31 August 2024.

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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

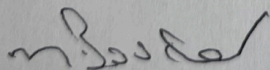
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1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:



Name: Matthew Boucher
Address: 11 West Street
Riddings
Derbyshire
DE55 4EW

Date: 27 April 2025

BROOKSITE UNDER 5'S

England & Wales - Charity number 1028184

Accounts

AGM Report October 2023

Tonight we are looking at the past year September 2022- August 2023 with everything that's happened at Brooksite.

Staff

Savannah our Manager was on maternity leave from May 2022- Feb 2023.

Gemma our deputy Manager was on maternity leave from November 2022- June 2023.

Lisa stepped up into the manager role with support from Annabel and the committee.

Gemma did not return after her maternity leave and went to a new job role within DCC. Lisa then stepped up into the deputy role, Annabel into the senior role and we took Sam on with a permanent contract.

Sarah left in June 2023 to work full time at Pottery School where she has been working for the past few years on a part time basis.

Prechool

Staff have arranged Forest School session with sunshine forest school up in the woods, Robot Reg phonics with Lindsay sessions, Yoga with Mrs Sturzaker and various extra curriculum activities. These sessions will continue in the for the next year as long as we keep on top of fundraising.

Children experience the Christmas party that staff organised and all children had a Santa Visit with a gift provided by Brooksite. This was fundraised through the Christmas raffle 2022.

Our year September 2023 is looking already very promising with 3 days already being full with limited spaces on a Monday and Friday. We have some names on the waiting list for 2024 starts.

The preschool had new flooring in October 2023 this was fundraised by our Chair Fiona. Valiant paid for the new flooring throughout our building totalling over £3000. The new flooring has made it much easier to provide more space for messy play and for lunch times where children are now sat with vinyl flooring rather than carpet.

Another member of our Committee Lois raised over £200 for preschool by holding a family photoshoot event for parents/carers and children registered

at Brooksite. This money was used to replace and update Toys within the setting.

Ofsted Inspection

Brooksite was inspected by Ofsted in March 2023 where they were thrilled with a GOOD outcome. Staff were at ease throughout the day and it was a lovely inspection where staff were able to show the inspector all the lovely things we do at Brooksite. The report is published on the ofsted website, this was shared with parents/carers once the report was released.

Thank you to all the staff that work extremely hard to make Brooksite what it is today.

Training

Staff have all completed Food Hygiene training this year. First aid is due to be completed in January 2024. Savannah is to arrange this.

Savannah has completed her level 3 in Communication Friendly settings and is now working towards her level 4 and to gain an accreditation for Brooksite in the summer of 2024.

Staff are all up to date with mandatory training. Savannah and Annabel are due to update SENCO training this October 2023.

Accounts

From November 2022 Belper School (who we rent the bungalow from) applied that we would now be responsible for paying both gas and electric bills ourselves. Totalling this year that has been a further £2826.63.

We took a loss of £2761.04 this year.

Staff will be fundraising more this year to help recoup and cover the costs of utilities for the year 2023/2024.

Maternity pay was paid back by HMRC so no loss was made by staff on maternity leave.

We also haven't had to pay a tax bill this year due to our account being in credit from the maternity pay that was owed by HMRC to our setting. Our accountant Matt has dealt with all of this for us.

Brooksite Under 5's

Income	2021/2022	2022/2023
Session Fees	£16,061.00	£12,868.50
Funding	£54,238.29	£57,176.22
Fundraising	£230.00	£443.00
Party	£272.00	£260.00
Refunds	£0.00	£13.05
Milk	£205.46	£21.47
Petty Cash/Mat Pay	£0.93	£7,616.45
Total	£71,007.68	£78,398.69
Expenditures		
Wages	£57,670.62	£67,039.30
HMRC	£1,324.38	£0.00
Committee Expenses	£558.28	£496.52
Consumables	£1,397.51	£1,434.35
New Equipment	£880.09	£1,256.77
Pension	£1,270.33	£1,283.27
Insurance/PSLA	£862.40	£884.88
Training	£312.20	£0.00
Ofsted Reg	£50.00	£50.00
Building	£417.29	£270.00
Rent	£2,525.20	£5,351.83
Sundries	£470.13	£1,093.63
Refunds	£0.00	£153.16
Admin	£2,225.61	£1,846.01
Total	£69,964.04	£81,159.72
Balance B/Fwd	£26,507.90	£27,551.54
Income	£71,007.68	£78,398.69
Expend	-£69,964.04	-£81,159.72
Total	£27,551.54	£24,790.51
Buildings Acc	£17,993.54	£18,174.04

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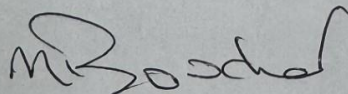
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2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:



Name: Matthew Boucher
Address: 11 West Street
Riddings
Derbyshire
DE55 4EW

Date: 24 May 2024

BROOKSITE UNDER 5'S

England & Wales - Charity number 1028184

Accounts

Good evening, All

Thank you for taking the time to come along to the AGM and showing support to our pre-school. It really does mean a lot as without you all this setting wouldn't be possible, and our children really would miss out on fantastic opportunities.

Throughout this year we have held meetings on Zoom which I personally feel have worked well to enable as many people as possible to attend.

During this meeting we will sum up the past year and discuss the roles of the committee.

Following the meeting we will also sign the constitution and have our election of members.

I would like to start by thanking all staff involved in running of Brookside Under 5's Pre School. We have been through COVID and fingers crossed this winter is not as harshly impacted as prior years but also thanking the team for stepping up to cover Savannahs maternity leave and now Gemma's maternity leave plus not forgetting welcoming Sam this year too who has slotted in really well

An overview of current staff is as follows:

Savannah – Manager – Currently on Mat Leave

Gemma – Deputy Manager – Currently on Mat leave

Lisa – Senior pre school assistant and SENCO

Annabel – Qualified pre-school assistant

Julie – Qualified pre-school assistant

Sarah – Pre-school-assistant

Sam – Pre-school assistant

Fundraising

Although COVID drastically impacted fundraising opportunities we have been extremely lucky this year to have Vaillant Group UK Ltd pay for our new flooring which has been recently installed. It has provided the

children a cosy setting and also an area for more messy play/lunch time meals without food getting on the carpet.

We do need to start thinking of ideas for next year

Activities

We have grown further on additional activities offered in setting which really help children to enjoy their time here. Especially now most children now attend the full day sessions. Examples of things are:

Robot Reg phonics

Sunshine forest school

Christmas party

Leavers party

Committee Members

Chairperson

Fiona – Chairing meetings, policies, staff issues, fundraising

Stepping down from duties as no longer has children in setting

Secretary

Bec – Typing minutes from each meeting

Confirmation required of intentions

Treasurer

Chloe – Pays staff wages once a month using online banking

Stepping down from duties

Safeguarding

Elise

Stepping down from duties

Members

Sally, Adele, Vicky, Jemma, Sophie and Savannah

Confirmation required of intentions

We legally require 5 fully assigned committee members 50% of which must have children in setting. If we fall below this amount, we may have to close the setting.

Finally thank you again to everyone involved, staff and committee members for all support given.

Now let's move onto the election of members

Chairperson

Secretary

Treasury

Safeguarding

Committee Members

Meeting Closed @ xx:xx on the 3rd November 2022

Brooksite Under 5's

Income	2020/2021	2021/2022
Session Fees	£8,491.00	£16,061.00
Funding	£46,431.85	£54,238.29
Fundraising	£0.00	£230.00
Party	£0.00	£272.00
Refunds	£19.64	£0.00
HMRC	£0.00	£205.46
Petty Cash	£0.00	£0.93
Total	£54,942.49	£71,007.68
Expenditures		
Wages	£49,258.65	£57,670.62
HMRC	£2,026.80	£1,324.38
Committee Expenses	£1,523.99	£558.28
Consumables	£1,096.01	£1,397.51
New Equipment	£1,483.03	£880.09
Pension	£1,108.16	£1,270.33
Insurance/PSLA	£849.79	£862.40
Training	£443.30	£312.20
Ofsted Reg	£50.00	£50.00
Building	£135.74	£417.29
Rent	£3,458.40	£2,525.20
Sundries	£286.23	£470.13
Refunds	£0.00	£0.00
Admin	£1,564.94	£2,225.61
Total	£63,285.04	£69,964.04
Balance B/Fwd	£34,850.45	£26,507.90
Income	£54,942.49	£71,007.68
Expend	-£63,285.04	-£69,964.04
Total	£26,507.90	£27,551.54
Buildings Acc	£17,987.30	£17,993.54

Independent examiner's report to the trustees of Brooksite Under 5's

I report to the trustees on my examination of the accounts of the Brooksite Under 5's Trust for the year ended 31 August 2022.

Responsibilities and basis of report

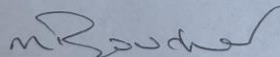
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Signed: 

Name: Matthew Boucher
Address: 11 West Street
Riddings
Derbyshire
DE55 4EW

Date: 6 June 2023

BROOKSITE UNDER 5'S

England & Wales - Charity number 1028184

Accounts

Annual General Meeting

Chairs Report 2020-2021 19/10/21

Welcome to our annual general meeting. Throughout this meeting we will aim to sum up the past year and discuss the roles of the committee. Following the meeting we will also sign the constitution and have our election of members.

All of the past years committee meetings have been held via zoom meetings and the committee have been in regular contact via email.

I would like to firstly discuss our staff team and their roles, we have a small staff team of 6, and in January this year we welcomed Gemma as our deputy manager. The staff roles are:

Savanah- Nursery Manager, Gemma- deputy manager, Lisa, Sarah, Annabel and Julie are our pre-school assistants. Lisa is also the settings Senco.

This year we had a change to the sessions that we offer, previously we had always offered either am or pm sessions. Many parents had expressed the need for full day sessions and this was agreed with the staff and committee to start offering these sessions this year.

Full day sessions were first introduced to the school leavers during their last term at Brooksite, it was hugely successful and I'm pleased to say that from September this year, full day sessions were made available to all children. I'd like to thank the staff team from all your hard work, support and planning in putting these sessions into place.

Roles of the committee

The committee has several members with key roles and responsibilities and the remaining committee are classed as ordinary members.

The key roles are the

Chair-Dawn

Treasurer- Chloe

Secretary- Rebecca

Safeguarding- Eilise

Other committee members are Jemma, Vicky, Sally and Savannah.

We legally have to have 5 fully assigned committee members, 50% of which must be current parents. If we fall below this amount we would unfortunately be made to close.

During our last AGM all of current committee members remained in their positions, This year Myself and Sarah will be stepping down from the committee, largely due to our children starting school.

In July a letter was sent to parents/ carers explaining the roles of the committee and the vacancy to appoint a new chair person. Fiona who has been involved in our committee meetings for quite some time has kindly offered to support the setting by taking on this role, at the end of my report we will have an election of members, so if anyones wishes to step down from their key role or take on a new role we can vote to elect them in.

Treasures Report

Current account £22,427.65

Buildings account £17, 987.60

Our current account balance is considerably lower than this time last year, this is partly due to the low uptake in new starters due to the pandemic, and also that last year Derbyshire county council had paid lump sums of funding in advance so we had received funding for September and October back in August. This year funding has been paid on time as it was in previous years.

Spaces at the setting have continued to improve and we are expected to be at full capacity after Christmas.

Activities

Christmas 2020 the children took part in lots of festive activities, including a Christmas jumper day, they received a present from Santa and the pre-school were kindly donated chocolate Santas from Amber valley total care.

In April this year the children had a visit from both Derbyshire constabulary and Belper fire station. The children really enjoyed talking to the police and firefighters about their roles and looking at the vehicles and equipment.

During May, June and July the children took part in forest schools, with the Sunshine forest school group. The children loved the outdoor learning and the fun experience that these sessions provided.

Our leaves party in July 2021 was a huge success. The children enjoyed a picnic with their friends. The parents met for coffee and cake and the children loved playing on the bouncy castle that was hired for the event.

Other business

We will aim to continue our termly committee meetings via zoom, this has worked very well over the past year and we have found that its more accessible for parents to attend due to remaining at home. Future AGM meeting will be attended in person.

I would just like to finish by saying how thankful we are to our fantastic staff team who have gone above and beyond their roles during the past year, and also to the committee for their continued support to Brooksite.

Election of members

Brooksite Under 5's

Income	2019/2020	2020/2021
Session Fees	£4,725.44	£8,491.00
Funding	£52,029.80	£46,431.85
Fundraising	£1,651.91	£0.00
Party	£60.00	£0.00
Refunds	£0.00	£19.64
HMRC	£931.91	£0.00
Petty Cash	£300.00	£0.00
Total	£59,699.06	£54,942.49
Expenditures		
Wages	£42,518.20	£49,258.65
HMRC	£1,083.53	£2,026.80
Committee Expenses	£696.52	£1,523.99
Consumables	£1,291.80	£1,096.01
New Equipment	£1,996.61	£1,483.03
Pension	£695.49	£1,108.16
Insurance/PSLA	£660.80	£849.79
Training	£120.00	£443.30
Ofsted Reg	£50.00	£50.00
Building	£419.76	£135.74
Rent	£2,899.70	£3,458.40
Sundries	£499.23	£286.23
Refunds	£0.00	£0.00
Admin	£1,308.61	£1,564.94
Total	£54,240.25	£63,285.04
Balance B/Fwd	£29,391.64	£34,850.45
Income	£77,667.00	£54,942.49
Expend	-£72,208.19	-£63,285.04
Total	£34,850.45	£26,507.90
Buildings Acc	£17,985.66	£17,987.30



Independent examiner's report to the trustees of Brooksite Under 5's

I report to the trustees on my examination of the accounts of the Brooksite Under 5's Trust for the year ended 31 August 2021.

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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

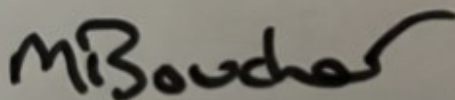
Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:



Name: Matthew Boucher
Address: 11 West Street
Riddings
Derbyshire

Derbyshire
DE55 4EW

Date: 16 June 2022

BROOKSITE UNDER 5'S

England & Wales - Charity number 1028184

Accounts

Annual General Meeting

9th February 2021 (via Zoom 7.30 pm)

Welcome to our annual general meeting, throughout this meeting we will sum up the past year and discuss the roles of the committee. Following the meeting we will also sign the constitution.

I will first briefly discuss the minutes from our last committee meeting which was held via zoom on 21st September 2020.

We discussed the need to update staffs contracts of employment, There were three key points that we discussed in detail

* notice given to change hours of work and the need for this to be stated in the contract.

*short time working and lay off clauses.

*termination of employment – relating to notice period.

We also discussed the deputy manager vacancy, and agreed that Savannah, Sarah and Myself would carry out the interviews.

We spoke about the CCTV on the premises and that it would not be used when parents and children were on site.

We also discussed account balances.

This past year has been very difficult for us all, and due to the ongoing pandemic and Covid restrictions we have not been able to hold our annual general meeting as we have in the past, however we are still able to hold the meeting virtually to enable us to complete everything we would normally do in person.

Staff Team

We have had some changes to our staff team throughout the past year.

Nicky left us back in June to pursue a new career in residential care.

Annabel stepped down from her role as Deputy manager and was then employed as a preschool assistant filling the contracted hours that Nicky had previously done.

We appointed a new deputy Gemma, who trained with Savannah throughout December and started her new role in January this year.

Our staff team are now as follows

Savannah- Nursery Manager

Gemma – Deputy Manager

Lisa – Pre- school Assistant

Julie – Pre- school Assistant

Annabel – Pre-school Assistant

Sarah- Pre-school Assistant

All staff have new contracts of employment to ensure that they adhered to current legislation and practice. We held a committee meeting on the 21st of September to discuss and finalise these, and they have now been given out, signed and returned by all staff members.

The first lockdown back in March meant that we closed the setting. Savannah and the team worked with the government guidelines, to put many policies and procedures in place to ensure that we could safely re-open to all children from the start of June 2020.

Due to low attendance and by working in group bubbles, we opened for just morning sessions until the end of the term. The county council fully funded the children's hours regardless of whether they were attending their sessions or remaining at home.

At this time we also only paid rent on the building for the sessions that we opened.

In September 2020 when all school children were able to return to schools, our numbers of children attending increased and we were able to fully open back to our normal operating hours and sessions.

Roles of the committee

The committee has several members whom have key roles and responsibilities and the remaining committee are classed as ordinary members.

Chair – Dawn

Treasurer - Chloe

Secretary – Rebecca

Safeguarding – Sarah

Our other committee members are Jemma, Vicky, Elise, Kate, Sally and Savannah

We legally have to have 5 fully assigned committee members, if we fall below this amount we would legally have to close.

Treasurers Report

Current banking balances are as follows

Current account – £32,950.76

Buildings account – £17,986.26

We were able to furlough 4 members off staff from the end of March to May and we received £931.91 from the scheme.

All funding was received by Derbyshire county council and we were able to keep staff on full pay.

Overall we didn't record much of a loss of finances during the closure of the setting or by the reduction of opening hours.

Activities

The two main activities that we discuss at the AGM are the Christmas party and the school leavers party. As this AGM is a little later than normal the Christmas party I'm referring to was in December 2019 and this went ahead as normal and the staff and children had lots of fun.

Unfortunately due to covid restrictions our leavers party in July 2020 had to be cancelled. Instead the staff created goody bags for the school leaver children, and these were delivered to the children at the homes along with the child's learning journey.

Other Business

Unfortunately over the past year we have experienced repeated vandalism on our grounds. The committee agreed to purchase CCTV and although this wasn't initially a deterrent. It did work and the culprits were caught and arrested at the scene. We haven't had any further issues.

Brooksite Under 5's

Income	2016/2017	2017/2018
Session Fees		£8,756.50
Funding		£46,020.18
Fundraising		£515.83
Party		£205.00
Refunds		£8,264.30
Milk		
Donation		
Total		£63,761.81
Expenditures		
Wages		£44,780.68
HMRC		£1,013.01
Committee Expenses		£908.64
Consumables		£1,148.71
New Equipment		£521.94
Pension		£274.20
Insurance/PSLA		£642.46
Fundraising		£0.00
Party		£0.00
Training		£651.99
Ofsted Reg		£50.00
Building		£1,330.72
Rent		£3,510.00
Sundries		£192.72
Refunds		£8,253.33
Admin		£935.69
Total		£64,214.09
Balance B/Fwd		£27,479.30
Income		£63,761.81
Expend		-£64,214.09
Total		£27,027.02
Buildings Acc		£17,937.27

Independent examiner's report to the trustees of Brooksite Under 5's

I report to the trustees on my examination of the accounts of the Brooksite Under 5's Trust for the year ended 31 August 2020.

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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: 

Name: Matthew Boucher
Address: 11 West Street
Riddings
Derbyshire
DE55 4EW

Date: 18 May 2021