

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

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 2023.

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.

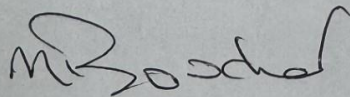
Independent examiner's statement

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
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Date: 24 May 2024