

## **Brookeborough and District Community Playgroup**

### **Trustees' Annual Report for the Financial Year July 2023 - June 2024**

**Registered Charity Number: 106784**

#### **Objectives and Activities**

The primary objective of Brookeborough and District Community Playgroup is to provide a safe, nurturing, and stimulating environment for preschool children in the community. Our activities are designed to promote early childhood development, social skills, and a love for learning.

#### **Achievements and Performance**

- **Enrolment:** We successfully enrolled 16 children this year. The playgroup was oversubscribed.
- **Staffing:** After a period of staffing difficulties, we are pleased to report the hiring of two permanent members of staff. This has brought stability and continuity to our team, greatly benefiting the children and the overall operation of the playgroup.
- **Staff Development:** Conducted professional development workshops for our staff, focusing on school development and worked closely with Early Years Organisation to further the development of the playgroup staff.

#### **Financial Review**

- **Income:** Our total income for the year was £57,575, which includes grants, donations, and fundraising activities.
- **Expenditure:** Total expenditure amounted to £56,980, covering staff salaries, educational materials, and facility maintenance.
- **Reserves:** We have maintained a reserve of £4,343 to ensure the sustainability of our programs and to cover any unforeseen expenses.

#### **Structure, Governance, and Management**

- **Trustees:** The playgroup is governed by a board of trustees who meet quarterly to oversee the management and strategic direction of the organization. The trustees for this period were:
  - Emer Rooney (Chair)
  - Melissa Sey (Treasurer)
  - Joanne McCaffrey (Secretary)

- **Management:** Day-to-day operations were managed by Sharon Wilson, until her resignation in Feb 2024. In the interim period, the Trustee's took a more hands on role. A new playgroup leader was hired in June 2024 – Jaqueline Reid.
- **Regulatory Compliance:** The trustees understand and adhere to the regulations laid out by the Charity Commission, ensuring that all activities and governance practices are in full compliance.

## **Conclusion**

The trustees are pleased with the progress made during this financial year and are committed to continuing to provide high-quality early childhood education and care. We extend our gratitude to all our supporters, staff, and the community for their unwavering support.

**Approved by the trustees on 01/11/2024 and signed on their behalf by:**