

Stalbridge Pre-School AGM Wednesday 21st September 2022 8pm

- 1. Committee Present** – Chair: Vikki Boatswain, Secretary: Claire Hatcher, Jade Coley, Vikki Gallagher (Debbie Chant)
- 2. Staff Present** – Debbie Chant, Lisa Pond, Joanna Jeanes, Megan Chase
- 3. Parents Present** – Tasha Clarke, Gemma Hampton, Imogen Stevens, Mary Simpson, Claire Hatcher, Jade Coley, Vikki Gallagher.
- 4. Apologies** – Hannah Smith (Treasurer), Gemma Vanstone (Safeguarding), Staci Hewlett, Linda Gould, Cora Northover (staff).
- 5. Minutes from previous AGM** – Minutes were agreed correct. They were proposed by Jade Coley and seconded by Vikki Boatswain.
- 6. Matters Arising** – No matters were raised from previous minutes.
- 7. Chairpersons Report:**

Vikki thanked everyone for coming to the meeting.

Vikki thanked all the staff for everything over the last 12 months. Preparing the last cohort of children ready for school and everything extra involved with the staff changes. Vikki also thanked all staff, committee members and parents for all their help with fundraising.

Vikki confirmed that this would be her last meeting on the committee and she would be standing down as Chairperson.

8. Treasurers Report:

Hannah Smith, the current treasurer was absent from the meeting. Debbie explaining a few cost centers of the profit and loss spreadsheet, giving opportunity for any questions.

The drop in Early Education Funding – DCC from 2021 to 2022 figures is due to the low school year, whilst funding had dropped from the previous year the fee paying income had risen, a drop in wage costs had also helped offset this decrease, the wage decrease was due to the manager covering ratio's while recruiting for new staff.

A very successful bingo, smartie tube sponsorship and raffles at Christmas and the sports morning all contributed to the fundraising figure of .

2021 premises expenses largely the cost of the fence which was very worthwhile. Some of the premises expenses for 2022 were spent on sewage pump repairs. We have now been in our building for 12 years with very little outlay on premise repairs.

Utility bills have already increased even before the planned October rise. Debbie confirming that some help had been announced for businesses that day and that she planned to look into this.

Small end of year profit even with low school cohort. Next years school cohort much bigger.

9. Managers Report:

- Thanks to all attendees & a welcome to parents/new parents.
- We currently have 37 children on register (up 7 from the beginning of last year), 27 over 3's , 10 under 3 yr olds, we realise some parents are asking about extra sessions, but due to the 2 year old ratio and some children requiring a higher level of support than usual ratios, you might have noticed some of our children are unsettled on arrival and they need individual staff to meet their needs, we do feel that Covid has impacted on our 2 – 3 year olds as they missed much of their socialisation experiences, this means we can't always accommodate extra sessions immediately.
- It has been a time of change in the staff team over the last year or so when we have historically kept a consistently low staff turnover, we employed 2 staff in April, one leaving to take up a position in a baby room after a term, and sadly Cora and Lottie are both leaving us at the end of the half term. Megan joined us a full time member of the team following her student placement with us, welcome Megan. A recruitment process has started and hopefully we will be able to replace both staff for the start of the 2nd half term. Sadly Grace had also decided not to return following maternity leave.
- Thanks to staff for their continued dedication to Pre-School and the support given to our children. The recent changes in staffing needs adapting to.
- 17 children moved on to school, we were able to take them on a leavers trip this year which was lovely, it was also great to be able to do the leavers sports morning and to present them with their leavers bags. We had 24 returning children and 13 have joined us from September, we are getting increased enquiries from the new housing in Stalbridge.
- Covid-19 – This hasn't been such a main focus of starting back this year, though we continue to update and follow our Action Plan as necessary and recognise that it hasn't 'gone away', Thank you to parents who were with us through those difficult times and putting your faith in us that we were doing all that we could to keep your children safe and helping us by adhering to our action plans, whilst we knew of families who were affected we didn't have a single case reported as positive in the setting, testament to the hard work of the staff team in keeping up with increased hygiene practices. We also hope to be able to start face to face key person/parent meetings in the future, when staffing allows.
- Fairer Funding Charge – Hope all saw on Tapestry, reminder that this was introduced due to the funding level being below our fee charge. New Terms & Conditions were also introduced for Sept 2022 to ensure parents are aware the FFC will be introduced once children are funded 3 year olds.

- Thanks to the committee for fundraising efforts this year, the monies raised help us to buy extra resources for the children. Thanks to Hannah for ensuring the accounting is as it should be and Claire for her role as secretary.
- Special Thanks to Vikki, our chairperson has been there to support the Pre-School through the most challenging of times, Vikki joined the committee in 2017 before taking on the role as Chairperson 2019, very quickly having to get to grips with supporting the running of the setting, fundraising and meetings virtually.
- Hand over to committee for election.

10. Any other business – None

11. Election of new committee

- All committee stood down, Vikki Boatswain, Jennifer Cox, Faye Burden resigned. Claire Hatcher, Hannah Smith, Gemma Vanstone, Jade Coley, Vikki Gallagher, Debbie Chant stood for re-election and were voted back on.
- Chairperson – Jade Coley proposed by Claire Hatcher seconded by Vikki Gallagher.
- Vice chairperson – Vikki Gallagher proposed by Claire Hatcher seconded by Jade Coley.
- Safeguarding – Gemma Vanstone proposed by Jade Coley seconded Vikki Gallagher.
- Secretary – Claire Hatcher proposed by Vikki Gallagher seconded by Jade Coley.
- Treasurer – Hannah Smith proposed by Tasha Clarke seconded by Jade Coley.
- Committee members – Jade Coley, Vikki Gallagher, Claire Hatcher, Hannah Smith, Gemma Vanstone, Staci Hewlett, Linda Gould, Tasha Clarke, Imogen Stevens, Gemma Hampton, Mary Simpson, D Chant (staff)
- Friends of committee – None

Meeting was closed at 8.22pm

STALBRIDGE PRE SCHOOL
PROFIT AND LOSS YEAR ENDING 31st AUG 22

2021	INCOME	2022
£ 91,151.31	Early Education Funding – DCC Universal, 30hr, 2yr, EYPP, 1:1	£ 63,471.97
£ 19,846.49	Parent Fees Fees, Fairer Funding Charge (FFC), Booking deposits	£ 34,890.16
£ 1,783.85	Fundraising	£ 1,579.70
£ 3.64	Interest on bank accounts	£ 14.08
£ 1,209.93	Donations/Commissions	£ 150.05
£ 77.08	Grants JRS, Local Authority, Apprenticeships	£ 96.35
£ 89.66	Other Hire, training places,	£ 405.93
£ 114,161.96		£ 100,608.24

2021	EXPENSES	2022
£ 89,580.65	Employment Wages (inc pension, holiday pay, PAYE), training, uniform	£ 85,800.80
£ 3,836.52	Premises Rent, Rates, Repairs, Maintenance, PAT testing	£ 2,334.90
£ 1,284.76	Equipment Furniture, resources, white goods, technology	£ 1,676.93
£ 1,527.64	Consumables Snacks, hygiene, cleaning, cooking, crafts, clothing	£ 1,784.30
£ 17.96	Fundraising Costs, refreshments, prizes,	£ 50.27
£ 1,153.14	Insurance Building, contents, public liability	£ 1,281.66
£ 1,773.16	Utilities Electric, water, broadband, phone	£ 2,506.96
£ 394.91	Administration Printing, stationary, postage, advertising	£ 385.63
£ 297.85	Annual Subscriptions Ofsted, Tapestry, ICO, Website, EYA, Anti-virus	£ 284.99
£ 838.20	Professional fees Payroll, Accounts, Professional support	£ 614.77
£ -	Donations	
£ 603.66	Extras Trips, entertainment, kit bags, educational visitors	£ 807.63
£ 101,308.45		£ 97,528.84
£ 12,853.51	NET PROFIT FOR THE YEAR	£ 3,079.40

I have prepared the books, papers and information supplied, the Accounts for the year ending 31st August 2022

Closing balance 31.08.22

£68,590.59

Signed:

 H DOWNTON

15th September 2022

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