

Stalbridge Pre-School Annual General Meeting

Monday 30th September 2024 7.45pm - Minutes

1. **Committee Present** – Jade Coley (Chairperson), Vikki Gallagher (Vice Chair), Mary Simpson (Secretary), Steph Homewood (Treasurer), Debbie Chant (DC) (staff), Gemma Hampton, Rachael Trim & Charlotte Coughlin.
2. **Staff Present** - Debbie Chant, Emma Castle, Megan Chase, Lucy Evershed & Hannah Bevan
3. **Apologies** – Gemma Hicks & Emily Nias
4. **Minutes from previous AGM** - Minutes agreed as a true and accurate account. They were proposed by Vikki Gallagher and seconded by Jade Coley.
5. **Matters Arising** – None.
6. **Chairperson's Report** - Jade Coley welcomed newest member of staff Hannah Bevan to the team
7. **Treasurer's Report** – Steph Homewood gave her treasurers report – please see attached accounts

Expenses are up compared to last year, wage increase within the last calendar year Early Education Funding is not matching the increased expenses plus with the cost of living increasing its going to impact the rising cost of consumables.

With donations and fundraising we have raised less compared to last year, mainly due to perhaps no Bingo night.

The sponsored hunts haven't been as well supported.

General finances – we perhaps need to look at a plan for our upcoming fundraising efforts

(Charlotte reported that the schools Xmas fayre was taking place on the 6th December).

8. Manager's Report – Report from Debbie

Thanks to all attendees & a welcome to parents/new parents.

CURRENT POSITION: We currently have 34 children on register, 15 left for school, unusually small school group, we would usually expect to have a higher number of over 3's for the following school year (25 x 3yrs+/9 x -3ys).

We are receiving more requests for 2yrs old places due to the working parent funding introduced in Apr and younger children requesting full days earlier than they would have, due to the staff:child ratio required this limits available spaces to bring in new children, as a setting we chose to stay at 4:1 for our 2 year olds when this was increased to 5:1, this decision was taken to ensure more support for our youngest children and that staff are not put under pressure

We ended the school year with a sports morning, this year we changed it was our usual traditional races to an interactive morning where parents could be involved with their children having a go at different sporting activities, the feedback from parents and staff was positive. Our school leavers finished their time with us on a trip to Longleat, the small year group meant it was possible to try something different than our usual trip to Farmer Palmers, this went well.

- **STAFFING:** My Thanks to staff for their commitment to the Pre-School, their continued hard work and the support they give the children, sadly we said goodbye to Jo who had worked at Pre-School for almost 10 years, We are fortunate to have recruited Hannah to the Deputy position in what is a difficult time for early years recruitment, Hannah has 8 years' experience in EY settings including recent senior roles, Hannah has also taken on the named Safeguarding Deputy role, named First Aider role and will progress in to the named Sendco Role following training. We send our Best Wishes to Hannah on her wedding this weekend.
 - We welcomed Lucy to the team as a practitioner in April, working 3 days a week, taking on key Person responsibilities for a key group.
 - Natalie completed her L3 Early Years Educator course this July, well done Nat, Nat works 3 days a week and is just started an extra morning to allow more targeted support for some of our children with extra funding.
 - Emma has completed a year and is about to undertake the L3 Early Years Educator course, we are grateful to the Community Shop for their support that will help fund this course.
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- **COMMITTEE:** Thanks to our Chairperson Jade, Treasurer Steph and Secretary Mary and the other committee members for their fundraising efforts this year, sourcing prizes for raffles as well as helping to run the events, the monies raised help us to buy extra equipment and resources for the children, a few of the bigger items this year have been a new water tray, new balance bikes and a storage unit.

Debbie handed over to the committee for the election.

9. Any other business - None

10. Election of new committee

All committee stood down, Steph Homewood resigned.

Jade Coley, Vikki Gallagher, Gemma Hampton, Mary Simpson, Rachael Trim, Charlotte Coughlin and Debbie Chant stood for re-election and were voted back on.

Chairperson – Vikki Gallagher (proposed by Gemma Hampton) seconded Jade Coley)

Vice Chair – Not appointed at this time

Safeguarding – Remains as Jade Coley

Treasurer – Gemma Hampton (proposed by Jade Coley) and seconded by Mary Simpson

Secretary – Mary Simpson (proposed by Gemma Hampton) and seconded by Jade Coley

Committee Members – Jade Coley, Vikki Gallagher, Gemma Hampton, Mary Simpson, Debbie Chant (staff), Rachael Trim, Charlotte Coughlin & Gemma Hicks (Even though

Gemma gave her apologies for the AGM, she has indicated she would like to join the committee).

Friends of the Committee – None, however Steph Homewood has volunteered to be chief baker when needed!

Regarding the constitution, we just about have enough members to remain operated with the 3 officers and 2 others as stated.

A discussion was had and ideas shared on how we can engage and encourage more parents to take an active interest in their child's preschool. Vikki to draft a letter to parents and hand out to parents directly face to face.

Next committee meeting scheduled for Monday 4th November 7.45pm At the Swan

With no other business the meeting closed 8.20pm

STALBRIDGE PRE SCHOOL
PROFIT AND LOSS YEAR ENDING 31st AUG 24

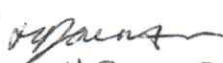
2023	INCOME	2024
£ 87,481.26	Early Education Funding – DCC Universal, 30hr, 2yr, EYPP, 1:1	£ 84,993.42
£ 22,466.47	Parent Fees Fees, Fairer Funding Charge (FFC), Booking deposits	£ 27,355.17
£ 2,739.25	Fundraising	£ 1,809.10
£ 329.64	Interest on bank accounts	£ 538.71
£ 3,575.27	Donations/Commissions	£ 1,900.00
£ -	Grants JRS, Local Authority, Apprenticeships	£ -
£ 7.49	Other Hire, training places,	£ 20.88
£ 116,599.38		£ 116,617.28

2022	EXPENSES	2023
£ 88,879.50	Employment Wages (inc pension, holiday pay, PAYE), training, uniform	£ 94,907.06
£ 890.42	Premises Rent, Rates, Repairs, Maintenance, PAT testing	£ 1,000.05
£ 1,873.25	Equipment Furniture, resources, white goods, technology	£ 1,721.73
£ 1,964.99	Consumables Snacks, hygiene, cleaning, cooking, crafts, clothing	£ 2,439.06
£ 37.46	Fundraising Costs, refreshments, prizes,	£ 80.44
£ 1,286.72	Insurance Building, contents, public liability	£ 1,235.31
£ 2,937.42	Utilities Electric, water, broadband, phone	£ 2,521.76
£ 196.05	Administration Printing, stationary, postage, advertising	£ 436.19
£ 472.50	Annual Subscriptions Ofsted, Tapestry, ICO, Website, EYA, Anti-virus	£ 362.91
£ 586.56	Professional fees Payroll, Accounts, Professional support	£ 483.24
£ -	Donations	
£ 1,607.66	Extras Trips, entertainment, kit bags, educational visitors	£ 2,093.33
£ 100,732.53		£ 107,281.08
£ 15,866.85	NET PROFIT FOR THE YEAR	£ 9,336.20

I have prepared the books, papers and with the information supplied, the Accounts for the year ending 31st August 2024
Closing balance at 31st August 2024

£97,563.15

Signed:


H DOWNTON

16th September 2024

STALBRIDGE PRE SCHOOL
PROFIT AND LOSS YEAR ENDING 31st AUG 24

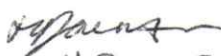
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