

## **Sunshine Preschool AGM**

**Held on Wednesday 21<sup>st</sup> October 2020**

**Present:** Liz Crook (Chair), Tracy Chapman (Manager), Lucy Robinson (Deputy Manager), Lauren Madge, Sasha Burns, Rachel Addinall, Sarah Cornish and Rachel Boothroyd (Treasurer) by phone call

Apologies: Jon Sharpe (secretary), Tracey Tidy and James Trigger

**1. Chair's report:**

Please see attached report.

**2. Manager's report:**

Please see attached report.

**3. Treasurer's report:**

Please see attached report.

**4. Stepping down:**

Chair – Liz Crook

Treasurer – Rachel Boothroyd

Secretary – Jon Sharpe

**5. Re-election:**

Chair – James Trigger (indicated on a form that he was interested in the role of chair) nominated by Liz Crook and seconded by Lucy Robinson.

Vice Chair – Sasha Burns nominated by Rachel Addinall, seconded by Tracy Chapman.

Treasurer – Tracey Tidy (indicated on a form that she was interested in the role of treasurer) nominated by Liz Crook, seconded by Lucy Robinson.

Secretary – Lauren Madge nominated by Liz Crook and seconded by Lucy Robinson

Members – Rachel Boothroyd, Rachel Addinall and Sarah Cornish

**6. DBS/EY2 for new members:**

To be discussed and filled out at next meeting.

**7. Any other business:**

Discussed current staffing. Staff need to have a completed level 2 qualification. The preschool need some more bank staff for children with SEN needs that are level 3 trained. They have some EHA (early help assessment) and EHCP (educational health care plan) that need to be done this year, so staff need to be qualified.

At present the preschool are reasonably well staffed and all courses have been completed and updated due to Covid. The preschool cannot make bank staff redundant as the role will be required in the future if the numbers increase.

**8. Date of the next meeting:**

Tuesday 3<sup>rd</sup> November 7.30pm

# Puriton Pre-school Annual Accounts

Income Sept 2019 - Aug 2020

\* Including balance  
not cleared £11429.19  
Sheet 34!

Month	Grants	Fees	FR	Misc	Total
Sept	£5,893.42 ✓	£273.00 ✓	£0.00	£0.00	£6,166.42 ✓
Oct	£338.35 ✓	£1,491.80 ✓	£2,364.69 ✓	£0.00	£4,194.84 ✓
Nov	£0.00	£100.00 ✓	£1,570.46 ✓	£0.00	£1,670.46 ✓
Dec	£1,599.14 ✓	£396.90 ✓	£105.40	£0.00	£2,101.44 ✓
Jan	£8,697.07 ✓	£268.80 ✓	£0.00	£0.00	£8,965.87 ✓
Feb	£953.40 ✓	£1,681.00 ✓	£0.00	£0.00	£2,634.40 ✓
Mar	£1,508.35 ✓	£433.80 ✓	£17.08	£0.00	£1,959.23 ✓
Apr	£13,749.35 ✓	£50.50 ✓	£0.00	£0.00	£13,799.85 ✓
May	£819.38 ✓	£0.00	£0.00	£0.00	£819.38 ✓
Jun	£819.38 ✓	£0.00	£0.00	£0.00	£819.38 ✓
Jul	£819.38 ✓	£0.00	£0.00	£0.00	£819.38 ✓
Aug	£819.38 ✓	£0.00	£0.00	£0.00	£819.38 ✓
<b>TOTALS</b>	<b>£36,016.60 ✓</b>	<b>£4,695.80 ✓</b>	<b>£4,057.63 ✓</b>	<b>£0.00 ✓</b>	<b>£44,770.03 ✓</b>

## OPENING BALANCE

£1,126.52

Natwest Current Acc Opening Balance

£1,126.52  
not cleared

Plus income (Sept - Aug)

£44,770.03

Minus Expenditure

£38,230.76

Closing Balance 31.08.20

£7,665.79

Profit / Loss

£6,539.27

Natwest Bus. Reserve Opening Balance

£8,019.43 ✓

Plus Transfers from Current Account

£800.00 ✓

Less Transfers to Current Account

£800.00 ✓

Plus Interest

£9.38 ✓

Balance £8,031.61  
£12.18  
£8,028.81 ✓

## Puriton Pre-school Expenditure Sept 19 - Aug 2020

Month	Wages	Admin	Consum	Equip	PC	Rent /Utilities	FR	Train/Proff	Other	TOTAL
Sept	£2,066.59 ✓	£45.00 ✓	£0.00	£890.88 ✓	£100.00 ✓	£7.44 ✓	£0.00	£300.58 ✓	£12.00 ✓	£3,422.49 ✓
Oct	£3,828.39 ✓	£0.70 ✓	£0.00	£0.00	£100.00 ✓	£465.06 ✓	£0.00	£0.00	£0.00	£4,394.15 ✓
Nov	£2,547.87 ✓	£0.00	£0.00	£46.01 ✓	£0.00	£410.59 ✓	£0.00	£48.29 ✓	£0.00	£3,052.76 ✓
Dec	£2,419.26 ✓	£0.70 ✓	£0.00	£0.00	£0.00	£435.20 ✓	£0.00	£0.00	£0.00	£2,855.16 ✓
Jan	£2,544.76 ✓	£0.00	£0.00	£0.00	£100.00 ✓	£327.84 ✓	£0.00	£0.00	£0.00	£2,972.60 ✓
Feb	£2,440.59 ✓	£0.00	£39.63 ✓	£0.00	£100.00 ✓	£605.64 ✓	£0.00	£0.00	£0.00	£3,185.86 ✓
Mar	£2,762.08 ✓	£0.00	£18.95 ✓	£0.00	£0.00	£464.83 ✓	£0.00	£50.00 ✓	£7.99 ✓	£3,303.85 ✓
Apr	£3,481.90 ✓	£10.19 ✓	£54.73 ✓	£0.00	£0.00	£7.44 ✓	£0.00	£108.00 ✓	£0.00	£3,662.26 ✓
May	£2,509.68 ✓	£0.00	£0.00	£0.00	£0.00	£9.00 ✓	£0.00	£0.00	£0.00	£2,518.68 ✓
Jun	£2,464.88 ✓	£0.00	£0.00	£0.00	£0.00	£9.30 ✓	£0.00	£0.00	£0.00	£2,474.18 ✓
Jul	£3,024.35 ✓	£60.00 ✓	£0.00	£0.00	£0.00	£324.00 ✓	£0.00	£0.00	£410.65 ✓	£3,819.00 ✓
Aug	£2,569.77 ✓	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£2,569.77 ✓
<b>TOTALS</b>	<b>£32,660.12 ✓</b>	<b>£116.59 ✓</b>	<b>£113.31 ✓</b>	<b>£936.89 ✓</b>	<b>£400.00 ✓</b>	<b>£3,066.34 ✓</b>	<b>£0.00</b>	<b>£506.87 ✓</b>	<b>£430.64 ✓</b>	<b>£38,230.76 ✓</b>