

Chipping Sodbury Preschool – AGM

Date: Wednesday 9th December 2020 at 1100

Present: Natalie Wargent, Chair (NW)

Mary Simmons, Treasurer (MS)

Helen Pearce, Secretary (HP)

Vicky Bacon, Committee Member (VB)

Helen Bruchini (HB)

Luke Miller (LM)

Emma Barlow (EB)

Jen Royds (JR)

Abi Howells (AB)

AGM

Introductions

NW: Thanks for joining us for this AGM via zoom today. Due to the current situation with COVID-19 we are unable to hold our usual Christmas Concert at the Pre-school when the AGM would normally take place so are having to conduct it via zoom this year. The committee members will just do a short introduction so you know who we are.

MS: I'm Mary and have been on the committee for a number of years now as all 3 of my children have attended the pre-school, the last of which left to start school at the end of last year. I am the treasurer for the pre-school.

VB: I'm Vicky and am a member of the committee. My son attended the pre-school until leaving for school at the end of last year and my daughter now attends the pre-school.

NW: I'm Natalie and I'm the chair of the committee. My daughter also left for school last year after attending the pre-school and my son now also attends.

HP: I'm Helen and I'm the Secretary for the pre-school. My son attended the pre-school and is now in year 1 at school. My younger son currently attends the pre-school and will be leaving to start school at the end of this school year.

EB: I'm Emma and I'm going to be joining the committee today. My son currently attends the pre-school and my daughter will be joining shortly after he starts school next year.

NW: I wasn't aware when my daughter first started at the pre-school that it's a committee led, non-profit pre-school and a charity. We are always looking for people who may wish to join the committee or help with fundraising. Should you be interested please let us know. I'm now going to ask Mary to provide some financial information in relation to the pre-school accounts.

Accounts

MS: The pre-school is a not for profit pre-school so any money made goes straight to paying the staff. We try and raise £1,000 through fundraising each year which goes to funding activities for the children such as Jazzy Jamboree and football and tennis sessions as examples.

Part of my role as treasurer is dealing with HMRC. This year we have had to apply for some money through the furlough scheme to cover some staff pay but luckily, we still got our early years funding which was hugely beneficial for us. We also covered maternity leave pay for the Pre-school Manager, Lauren during the year. I'm pleased to say we came out of the closure due to COVID-19 in the black.

NW: The committee actually held our first meeting in relation to COVID-19 in the George Pub, none of us knowing quite what was going to happen or if the pre-school would be ok financially. I think you'll agree the staff at the pre-school have been amazing throughout, as have the children, as they have been incredibly resilient in what has been very unsettling times.

Voting in of Committee Members

NW: We are now required to vote in both the current and new members of the pre-school committee.

The voting was as follows:

Helen Bruchini voted in **Mary Simmons** as **Treasurer**. The second vote was made by Emma Barlow.

Jen Royds voted in **Natalie Wargent** as **Chair**. The second vote was made by Helen Pearce.

Natalie Wargent voted in **Vicky Bacon** as **Committee Member**. The second vote was made by Abi Howells.

Luke Miller voted in **Helen Pearce** as **Secretary**. The second vote was made by Natalie Wargent.

Helen Pearce voted in **Emma Barlow** as **Committee Member**. The second vote was made by Helen Bruchini.

Constitution

As per paragraph 8 of the constitution there are 30% of members present at this zoom meeting. The names of these members are as follows:

Mary Simmons

Helen Bruchini

Luke Miller

Abi Howells

Emma Barlow

Jen Royds

NW: Thank you everyone for voting. We move on now to the constitution. As previously mentioned the pre-school is a committee led pre-school, however we would like to move to working as a constitution. This will mean we don't require as many volunteers to be on the committee, with just 3 required as opposed to the current 5, as it can sometimes be a struggle to get people on board. Can I ask if anyone has any objections to becoming a constitution?

There were no objections from any attendees.

NW: Thank you all so much for attending today's zoom AGM, we really do appreciate it. I think you'll all join me in thanking the staff for the amazing job they do at the pre-school.

NW: Does anyone have anything else they'd like to add?

JR: I'd just like to say a big thank you to you all and the staff. I know so much must go on behind the scenes that we don't know about it. My girls only started at the pre-school just after lockdown but they love it. You all amazing. I hope I can meet more of you in person soon.

NW: Thank you, that's very kind of you to say.

NW: Thanks again everyone for attending.

Meeting closed: 1120.

CHIPPING SODBURY PRE-SCHOOL

Reconciliation Sheet 31/08/2020

Bank Reconciliation

Current Account Bank Statement Balance	£7,118.03
Credits not banked	£0.00
	£0.00
	£7,118.03

Cheques not presented -

Total

£7,118.03

Reserve Account Bank Statement Balance £24,342.37

Petty Cash £0.00

Pre-School Float £0.00

Balance @ 31/08/2020 £31,460.40

Cash Book Reconciliation

Balance @ 01/09/2019 £37,964

Income @ Month End £87,270

£125,234

Expenditure @ Month End £93,774

Balance @ 31/08/2020 £31,460

Reconciliation Checked & Agreed

Treasurer *mmms*

ChairPerson *Edna*

Date

25-5-2021

Income & Expenditure from 01/09/2019 to 31/08/2020

Results
2018/19

Results for
Period

Budget
2019/20

18,005	Session Fees and Retainers/snack	12,994	18,000
80,261	Early Years Grant	59,189	65,000
8,155	Other Grants and Funding	13,086	3,000
127	Milk	74	100
906	Fundraising	1,139	700
605	Social Events, Trips Etc.	152	400
27	Bank Account Interest	37	5
176	Other Income	424	100
337	Uniform	175	300
108,599	Total Income	87,270	87,605
60,304	Salaries/Pension	65,873	60,000
7,245	HMRC	10,796	7,500
452	Payroll	466	500
10,764	Rent	9,074	11,000
1,260	Insurance / Registration	1,484	1,500
3,760	Durable equipment	2,512	1,200
664	Replenishable equipment / usables	552	1,000
860	Telephone, postage & stationery	875	1,000
1,507	Staff training / SEN	206	1,000
585	Travel expenses / trips	0	400
697	Milk & Refreshments	354	400
777	Gifts / Presents / Social	635	500
92	Fundraising Costs	41	100
644	Uniform	269	500
975	Other	637	500
117	EYPP	0	
90,703	Total Expenditure	93,774	87,100
17,896	Overall Surplus / Deficit for period	-6,504	505

balance @ 01/09/2019

Cash	
Bank Current A/c	13,659
Bank Reserve A/c	24,305
	37,964

balance @ 31/08/2020

Cash	
Bank Current A/c	7,118
Bank Reserve A/c	24,342
	31,460

Certified as true and correct

Treasurer *mmms*

Chairperson *Edna*

Date 17/5/2021

25-5-21

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