

AGM Meeting Wednesday 16th December

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Committee meeting Wednesday 16th December 2021

Welcome – Sylvia Jobling, Jo Leaf, Claire Bramwell, Sarah Smith, Verity Grantham, Helen Wood

Apologies Rachel Allan Helen Philips

Manager's Report – We have had a strange year due to covid although our numbers have always been good we did have a slight drop in children attending the setting. We paid out an increased amount of money to cover wages whilst staff were on furlough. Trainings were also a lot higher than usual as whilst people were on furlough it was a good time to pay and gain knowledge to then use in the setting on return.

Going forward things do look to be levelling out with a good number of children starting in September 2021.

Staffing – Pamela left the school in October 2020 to set up her childcare business as she was nervous about sending her children back to school and herself returning where she thought it was a higher risk of covid spreading.

Alisha and Kerry both left in March 2021 Alisha to go work for her sister and Kerry went to work with Pam as she didn't have the childcare to do the hours required here to claim her universal credit as her childcare on a Wednesday was no longer available due to her mum having to isolate.

We welcomed both Lydia and Dee in to the setting In April Dee has a great knowledge and experience but no qualification so is in the process of gaining her level 3. Lydia was taken on as an apprentice on the government incentive scheme and herself is working towards her level 3.

Claire has just handed her notice in on the 26th November to take a step back and work in the preschool where her son is to recharge her

batteries as covid has given her a great deal of anxiety and it's the right chose for her health.

Jo will be working more hours till we find a new deputy which is been more challenging than we thought, we have had various candidates but nobody that has the right qualifications to help the setting move forward

Christmas Fayre- We held a Christmas fayre on the 27th November to support the community and fund raise for the school. What a fantastic day and a huge success the amount of feed back has been over whelming and this could become a fixture every year.

Action Plan

Find a new Assistant Manager and work on still improving the out door area.

Fee increase in September 2022.

S Jobling
15-12-2021

Summary of Receipts & Payments

Orchard Park Preschool

For period to:

31 August 2021

S. Goble
15-12-2021

Receipts	Bank	Petty Cash	Total
Funding	£ 57,220.56	£ -	£ 57,220.56
Fees	£ 5,236.00	£ -	£ 5,236.00
Fundraising events and activities	£ -	£ -	£ -
Outing and activity fees	£ -	£ -	£ -
Other grants and funding	£ -	£ -	£ -
Bank interest	£ -	£ -	£ -
Other sundry receipts	£ -	£ -	£ -
Childcare Vouchers	£ 509.00	£ -	£ 509.00
Covid 19 Small business grant	£ -	£ -	£ -
Government furlough	£ 4,735.32	£ -	£ 4,735.32
Tax free childcare	£ 1,283.52	£ -	£ 1,283.52
Refund over payment	£ 659.21	£ -	£ 659.21
0	£ -	£ -	£ -
0	£ -	£ -	£ -
0	£ -	£ -	£ -
	£ 69,643.61	£ -	£ 69,643.61

Payments	Bank	Petty Cash	Total
Salary and wages	£ 49,268.20	£ -	£ 49,268.20
Staff training	£ 6,252.68	£ -	£ 6,252.68
Resources	£ 2,539.28	£ -	£ 2,539.28
Activities and outings	£ -	£ -	£ -
Snack	£ 183.61	£ -	£ 183.61
Cleaning products	£ 150.37	£ -	£ 150.37
Rent	£ 6,177.75	£ -	£ 6,177.75
Insurance	£ -	£ -	£ -
Affiliations and subscriptions	£ 958.08	£ -	£ 958.08
Telephone/internet	£ 1,484.08	£ -	£ 1,484.08
printing and postage	£ 666.62	£ -	£ 666.62
Fundraising costs	£ 659.21	£ -	£ 659.21
Accountancy & payroll fees	£ 3,477.12	£ -	£ 3,477.12
Building maintenance work	£ 2,546.69	£ -	£ 2,546.69
DBS	£ 336.30	£ -	£ 336.30
Pension Nest	£ 958.73	£ -	£ 958.73
Bank charges	£ 72.00	£ -	£ 72.00
Staff meals christmas end of term	£ 155.70	£ -	£ 155.70
hmrc	£ 2,161.55	£ -	£ 2,161.55
0	£ -	£ -	£ -
	£ 78,047.97	£ -	£ 78,047.97

Current Surplus (Deficit)	-£ 8,404.36	£ -	-£ 8,404.36
Funds Brought Forward	£ 42,008.58	£ -	£ 42,008.58
Funds Carried Forward	£ 33,604.22	£ -	£ 33,604.22