



## **Rainbow Pre-School**

### **AGM Minutes**

**11<sup>TH</sup> July 2023**

**7.30pm**

**Meeting opened at: 7:30pm Rainbow Pre-School, Wickford Memorial Park, Wickford Essex**

**Present:** *Sally Baker (Chair), Katie Stratford Zoom (Secretary), Donna Ellis (Pre-School Lead), Michelle Row (Treasurer), Charlotte Murphy, Vicki Gibson, Sara Duckett Zoom, Sarah Jordan, Giselle Williams, Nikita Eaton, Roxanne Sturton, Hannah Hallett, Natasha Berry, Carly Scott, Racheal Champion, Mathew Tilsley and Martin Adams.*

**Apologies:** *Claire Marsh and Keely Baker*

Sally opened the meeting by thanking everyone for coming and introduced Katie and Sara (ZOOM) to the parents. She gave the attendees some information about the committee; what we do and who we are, as well as detailing that the pre-school cannot run without a committee as it is a legal requirement. Sally explained what the Constitution is and how Rainbow re-adopt it annually at the AGM. She explained about Charity Law and what rules and responsibilities the school, its staff and members abide by. A copy is offered for parents to view along with the minutes from the previous meeting which is passed to a Committee Member for verification. Sally asks parents for a raise of hands if they are happy for us to re-adopt the Constitution. Parents agree.

Sally explains fundraising works at Rainbow and how it benefits the children and school. She explains the roles and responsibilities of the Committee, and has positive news on events held over the year; the Halloween Party, Christmas Bazaar, Cake Sales, Summer Fun Days and lots more ideas in the pipeline for the future. She thanks the Committee and staff for a fantastic team effort and the attendance of all the families who have supported the events.

#### **Fundraising this year has helped to buy;**

- Garden Pirate Ship
- Mud Kitchen
- Sensory Room
- New Play Bricks
- Water-play table

Sally goes on to explain that there are new projects that need funding which we call the 'Wish List'. The items we are hoping to fund for this year are;

- New Kitchen Area/Oven- Cooking with the children
- Outside Tap for water play
- Office- New Computer Equipment

Sally thanked the Aunties and Committee members for their expertise and skills in everything they do. We are all agreed that the children have the best care, and staff are committed to making magic for the children every day at Rainbow.

### **Treasurer Report-Michelle Row**

#### **Current Account**

Total Income £137796.26

Total Expenditure £97505.90

Total Balance £40290.36

#### **Fundraising Account Savings**

Total Income £5044.72

Total Expenditure £2756.95

Total Balance £2287.77

### **Pre-School Leaders Report – Donna Ellis**

Donna began by explaining that there have been some big changes for staff this year. She explained that Covid hit Rainbow hard, and she couldn't have done it without the help of her own family. She thanked Liz and her husband David for supporting her when needed. She says the children have really enjoyed all the new things that fundraising has helped to buy. Donna explained that staffing has changed; Maggie has left, Katie will be moving on in July and she wishes them lots of luck. She has welcomed Carla (Deputy), Sara, Rebecca and Barb. We should be welcoming a new member of staff in September also.

Donna thanked the Committee for their ongoing support and hard work. She thanked Sarah Jordan, Sara Duckett and Keely Baker for their help as they will now be stepping down. She also thanked two parents of the school Matt and Ilse Etchells for their support with the summer fete this year. She welcomed parents to look at the children's brilliant work on the displays and their personal folders.

Donna continued the tradition by finalising with a beautiful poem.

### **Votes for the Committee**

Sally came to the formality of talking about electing a new committee. Members were elected as follows.

Parents vote for the following Members to remain on the Committee.

Sally Baker – Chair Person

Katie Stratford – Secretary

Charlotte Murphy – Secretary (take over)

Michelle Row- Treasurer

Giselle Williams -General Member

Vicki Gibson-General Member

Sara Duckett- Standing down

Keely Baker – Standing down

Sarah Jordan- Standing down

Claire Marsh- ?

**AOB**

No other business.


Sally ended the meeting.

**RAINBOW PRESCHOOL (WICKFORD)**

**RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 JULY 2023**

<b><u>RECEIPTS</u></b>	<b><u>2023</u></b>	<b><u>2022</u></b>
Parental Fees	19,593	21,262
Grants and Education Vouchers	104,913	59,812
Fund raising	3,903	4,089
Donations	48	-
Sundries	475	-
Photo Commission	42	-
Interest Received	37	1
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	129,011	85,164
 <b><u>EXPENSES</u></b>		
Building Repairs & Improvements	1,316	2,415
Wages	88,313	80,767
Pension Costs	836	448
Staff Training	902	361
Insurance and Subscriptions	1,786	1,565
Photocopier	1,870	1,950
Fund Raising Costs	-	-
General Operating Costs	10,937	9,048
Legal Fees	248	35
Bank Charges	75	115
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	106,283	96,704
 <u>Surplus (Deficit) for Year</u>	22,728	(11,540)
Reserves Brought Forward	16,421	27,961
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	£ 39,149	£ 16,421
 <b><u>Represented by:</u></b>		
Cash at Bank	38,971	16,167
Cash in Hand	178	254
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	£ 39,149	£ 16,421

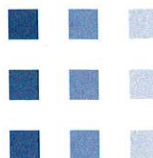
We have prepared the above Accounts from the books and records provided and certify them to be in accordance therewith.

  
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**Hill Allen (Wickford) Ltd**

  
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**Rainbow Pre School**



Your ref  
Our ref

A942/MH/KT

08 April 2024

Ms L Smith  
Rainbow Pre School  
Highcliffe Playcentre  
Wickford Memorial Park  
Rettendon View  
Essex  
SS11 8JE

Dear Ms Smith

Accounts for Rainbow Pre School for the year to 31 July 2023 have now been prepared from the information provided and I enclose these for your attention.

As with previous years these are prepared on a cash basis and take no account of any liabilities or receipts outstanding at the end of the year.

Although income from parental contributions only showed a relatively small decline, unfunded hours show a significant fall from the previous years.

The group is now highly dependent on fees for funded hours, which recorded a noticeable increase both in sessions and payments.

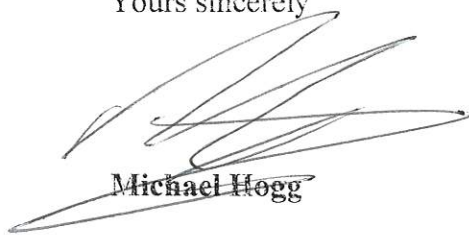
Income from other sources remain unchanged.

Costs remain largely unchanged, with the exception of wages. With continuing increases in National Minimum Wage these are likely to continue to increase each year.

If you would like any further information or explanations regarding the Accounts, please let me know.

Finally, I take this opportunity of enclosing a note of our charges for your kind attention.

Yours sincerely



Michael Hogg

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