



Teddy Bear Nursery

Committee AGM

7th November 2023 @ 7pm

Present:

Chairperson – Jenny Huyton

Nursery Team – Patrea, Kimmy, Anthea, Nikita, Nicky, Paige, Zuzanna

Parent Committee – Stacey Carpenter, Gemma Preater, Nicola Ostergaard, Samantha Woodland

The Chairperson opened the meeting and welcomed everyone. Patrea read the minutes from the last AGM and they were signed as a true record.

Matters Arising:

Myra has recently been in hospital and was in intensive care and then on end-of-life care but has made a miraculous recovery and continues to recover at home.

Leaders Report

We have had a very busy and upsetting year for the nursery and Patrea started by thanking the staff and committee for their ongoing and unwavering support over the past few months.

Following personal issues at home at the beginning of the year for both Patrea and Lucy and Lucy's personal relationship with Patrea's husband this led to Lucy deciding to leave nursery. However, before doing this she raised an

official complaint against Patrea and the nursery team and was seeking financial remuneration for stress caused.

This was investigated by Jenny, who was acting as chairperson whilst Myra was in hospital. Jenny interviewed all members of staff and an official hearing was arranged to hear the allegations against Patrea. Lucy was given the opportunity to choose the committee members she would like to hear the case but instead chose to resign. Patrea submitted a statement on her behalf in response of the claims which was forwarded to Lucy for full disclosure. In response the committee offered her a payment package that was over and above what they legally needed to offer but due to the complex nature of the case felt that it was fair to pay Lucy in lieu of any notice period.

In June Patrea received a text message from Lucy regarding a message she had received from a nursery parent in relation to the situation. Patrea responded stating that it had been sent privately by a private individual and that she would need to take it up with them. Patrea stated that it was her personal phone she had contacted her on and not for her to contact her directly again. It was also made clear that the message had been forwarded to the committee (Jenny) for full disclosure on her behalf.

Lucy leaving had left even more short staffed than before, recruitment at the moment has been really difficult and the only candidate to apply was the student currently on placement with us, Zuzanna. This was agreed with Zuz's tutor that she would work part time with us whilst completing her course.

Zuzanna started full time in September and will be going on maternity leave in January 2024 following the recent announcement of her pregnancy.

We were lucky enough to recruit Paige as 1:1 support for ERS and her bond with E has really grown over the past few months.

In May we were inspected by OFSTED who graded us as OUTSTANDING in all areas, the inspection was a fab experience for everyone and the staff and setting were commended on the work put in with SEN children. We are all so delighted.

In light of our recent grading, we have decided to put a hold on our CIO transition as we would lose our grading and after so many years hard work to get here, we wish to enjoy the feeling for a while.

Treasurers Report:

The books have been audited and a copy enclosed

Election of committee

With the CIO transition suspended the election of the committee was completed as follows

Role	Name	Proposed	2nd
Chair	Jenny Huyton	Patrea	Nicky
Secretary	Anthea Pike	Nicky	Paige
Treasurer	Patrea Whittles	Jenny	Kimmy

It was agreed that G Long & Son would continue to prepare wages and D. Shearn will continue as our auditor

Committee Members

Mrs Ostergaard

Mrs Preater

Mrs Woodland

Mrs Carpenter

All forms have previously been completed by all committee members for the charities commission

Policies & Procedures

All policies and procedures have been reviewed and updated

Any Other Business

The nursery has converted to Famly as the new journalling app which is working really well at the moment.

There being no other business the meeting was closed at 9.30pm .

Date of next meeting to be advised

TEDDY BEAR NURSERY

INCOME & EXPENDITURE ACCOUNT YEAR ENDING 31 JULY 2024

<u>INCOME</u>		<u>EXPENDITURE</u>	
B&NES Council Grant	149,171.31	Wages, Income Tax, Pensions & N I	138,973.46
Fees	6,306.21	Premises - Running Costs	10,924.10
Parish Council Grant	-	Consumables	7,119.38
DWP Resource Management	-	Equipment	4,871.41
Donations	40.00	Training	47.00
		Administration/Stationery/Printing	6,176.36
		Accountancy Fees	966.05
		Insurance/PLA Membership	678.90
		Gifts	656.49
		Seasonal Events	1,223.48
		Uniforms	132.00
		Music Lessons	1,447.76
	<u>155,517.52</u>		<u>173,216.39</u>
	-	Excess of Income Over Expenditure	- 17,698.87
	<u>£ 155,517.52</u>		<u>£ 155,517.52</u>

TEDDY BEAR NURSERY

BALANCE SHEET - YEAR ENDING 31 JULY 2024

Accumulated balance brought forward 1 August 2022	23,339.23
Plus excess income for year	- 17,698.87
Accumulated balance as at 31 July 2023	£ <u>5,640.36</u>
Represented by :-	
Bank of Scotland Account	23,339.23
Cash in hand	135.00
	£ <u>23,474.23</u>



TEDDY BEAR NURSERY

Year Ending 31 July 2024

There was a loss of £17698.87 this year which is predominately made up by the extra staffing costs related to providing maternity cover.

Costs of overheads have increased however; lots more families are accessing the working family entitlement funding and this is expected to increase further in the coming year.

The next financial year may prove difficult as maternity pay is to continue until October 2025. Nursery will have to make significant adjustments and look at ways of raising funds to make sure they are financially stable moving forward.