



Red Room Pre-school Annex

Reg. charity no. 1053784. Ofsted reg. EY313518



The Red Room Pre-school Annex A.G.M. Annual General Meeting October 22nd 2020

Venue: email

Present. Elaine Blackmore, Aaron Coleman, Felicity Llewellyn,
Sean Heathcote, Kim Haddock, Jessica Maggs, Kaylea Pollard.

The Minutes of the previous A.G.M. were read and agreed as a true record.
Matters arising.
None

Chairperson's Report.

Thank you for joining in with the AGM. We cannot meet face to face and all communication is now by email.

We had an Outstanding Ofsted report in January for the inspection that took place at the end of December. Congratulations to all our staff for continuing to provide the highest quality care and education for our children.

The Spring term began really well but ended on 23rd March with the national lockdown due to the Covid 19 virus. Staff continued to send out a weekly list of activities, links to stories and resources. The Facebook page was a valuable link with parents and displayed children's home learning. We reopened on 1st July after Elaine had reorganised the setting and written a long risk assessment in order to make red Room as safe as possible.

Luckily we were able to have a 'distanced' picnic at the end of term with races and the opportunity to say goodbye the children leaving to go on to reception in September.

The refurbishment and extension of the decking area by Mr. Heathcote was completed in August ready for the new September term. Elaine organised the installation of two new storage sheds.

The old Smart board was removed and a new interactive board and new computer installed to replace it.

Many thanks to Louise Killen as our departing Treasurer and main Ofsted contact who has supported our pre-school for many years on the committee and helped set up our online banking and new kitchen amongst many other projects.

Treasurer's report

Accounts show a surplus of £7288.95 for the year 1st September 2019 to 31st August 2020 and the bank account on 31.8.18 stands at £64148.91. Somerset County Council continued to fund the Summer term and gave us £2000.00 for opening from the 1st July.

The surplus this year funded the new decking area and replacement climbing wall, two new storage sheds, new interactive board and computer to replace old smart board.

Large expenses

• Wages	£47408.00
• Rent	£1800.00
(Chewton Mendip Govenors)	
• PLA annual membership and insurance	£ 821.42
• Utilities	£2558.00
• Decking extension	£1218.00
(SH Electrical and General maintenance)	
• New interactive board.	£2856.00
(Appolo Tech.)	
• Advertising	£ 178.00
• Garden renovations	£ 407.00

• New Storage Sheds (Fountain Timber)	£ 518.00
• Replacement taps (Mendip Plumbing)	£ 310.00
• Electrical testing and Entry door refurbishment (Darren Wilkins)	£ 441.00
• Training	£ 453.00
• Accounts services (S. Jeffris)	£ 450.00
• Fund raising	£ 141.00

Most Parents are now paying through BACS and many have signed up to Tax Free Childcare through HMRC.

The Breakfast club receipts in the Autumn and Spring term was £4080.00. There was no Breakfast club during the Summer term.
Accounts for September 19 to August 20 have now being audited by our accountant S. Jeffris.

Supervisor's Report

Numbers of children on roll in September 16 rising to 22 at the end of the Spring term. Due to the national lockdown restrictions there were no new children in the Summer term. Staff sent out resources, links to stories and Elaine posted short videos on Facebook. Our Facebook page posted children's home learning and was very well received. Email communication between parents and Elaine was very well used, becoming a very valuable link between pre-school and parents. Staff organised a 'distanced' picnic on the school field to say goodbye to children moving on to reception class. It was great to see parents and children. In the summer holidays Mr Heathcote extended and refurbished the upper deck area, slide and climbing wall. Elaine reorganised the setting in readiness for the new September term, repainting walls and setting up new storage sheds. Mr Heathcote took down the old smart board and we had a new board installed linked to new computer.

Election of Committee Officers

Position of

<u>Treasurer</u>	Kaylea Pollard	
Proposed	Seconded	Vote
Aaron Coleman	Louise Killen	Unanimous

Other committee officers,

Kim Haddock		
Proposed	Seconded	Vote
Aaron Coleman	Louise Killen	Unanimous

Jessica Maggs		
Proposed	Seconded	Vote
Aaron Coleman	Louise Killen	Unanimous

Adopting the PLA constitution 2011 and current pre-school policies		
Proposed	Seconded	Vote
Elaine Blackmore	Sean Heathcote	Unanimous

Date of next AGM
Friday 27th September 2021

Redroom Pre- School Income & Expense Account for year ended 31 August 2020

<u>2019</u>	<u>Income</u>		<u>2020</u>	<u>Note</u>	<u>2019</u>	<u>Expenditure</u>		<u>2020</u>	<u>Note</u>
	Fees				43,657	Wages		47,408	2
19,711	Fees Paid	9,557							
29,427	SCC tokens	56,771			1,800	Rent		1,800	
-	Stay & Play	-							
7,719	Breakfast Club	4,080			710	Staff training		454	5
<u>56,857</u>		<u>70,408</u>	70,408	3					
					386	Equipment		4,783	6
					1,552	Property Maintenance / Repairs		2,369	7
					152	New Kitchen		0	8
					1,519	Misc consumables		3,744	9
					863	Ofsted registration fee & Insurance		871	10
					1,334	Admin		1,194	11
					411	Electric - edf man		442	12
					295	Telephone - onecomm		316	14
					71	Business rates		0	13
					0	Bank charges		0	
					4,573	Income in excess of Expenditure		7,289	1
<u>57,323</u>			<u>70,669</u>		<u>57,323</u>			<u>70,669</u>	

Statement of Accounts

at 1 Sept 2019

At 31 August 2020

56,860	Current Account	64,149
1	Pettycash Account	1
9	Appeal Account	9
7,289	INCOME IN EXCESS OF EXPENDITURE	
<u>64,159</u>		<u>64,159</u>

*Accounts prepared by Sarah Jefferis
11 December 2020*





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1 Income in excess of Expenditure	7289
2 Wages	
8.5% increase in staff wages	47408
	<u>47408</u>
3 Fees received	
48% decrease of fees received - due to Corona Virus outbreak	9,557
192% increase of SCC Tokens - due to Corona Virus outbreak	56,771
52% decrease of Breakfast Club - due to Corona Virus outbreak	4,080
	<u>70,408</u>
4 Grants Received	
Somerset CC Cover payment for SEYS Training	120
	<u>120</u>
5 Staff training - decrease due to Corona Virus	
Somerset CC - Early Years Curriculum Workshop - E Blackmore	20
Noodle - Train me Now Subscription	180
Somerset CC - Equality Needs Training - E Blackmore	49
Somerset CC - Senco Training - E Blackmore & V Whittaker	90
Somerset CC - DSL Briefing - E Blackmore & V Whittaker	30
Somerset CC - DSL Briefing - E Blackmore	15
Somerset CC - SSE Training - V Whittaker	70
	<u>454</u>
6 Equipment - Significant Increase due to Interactive Display Boards	
General Provision	275.19
Mendip Bouncy Castle Hire	65
New Printer	25
Chewton Mendip PTA - Contribution towards Difib	300
New Sofa	213
Apollo Technology - New Interactive display board & computer	2,857
2 Storage Sheds	518
Hope Education - New Equipment	410
New Tabards with embroidered logo	120
	<u>4,783</u>
7 Property Maintenance - increase due to new decking	
Garden Refurbishment	408
Mendip Heating - Refurbishment of Taps	311
D Wilkins - Electrical Testing	198
D Wilkins - New Intercom at entry system	234
SH electrical & General Maintainance - New Decking Area	1,219
	<u>2,369</u>
8 New Kitchen - no items required	
	<u>0</u>

9 Misc Consumables

General Provision - 3 x more provisions purchased compared to 2019	2360.55
Book People	49.15
Petty Cash	106.9
Child Accident Report Form & Accident at Home Forms	76.88
Stationery	79
Consortium	935
TTS - Educational Resources	136.33
	<u>3743.68</u>

10 Ofsted Registration Fees / Insurance / Memberships

Ofsted Registration Fee	50
PLA Insurance	821.42
	<u>871.42</u>

11 Admin - decrease due to less advertising

Account Services - S Jefferis	750
General Provisions	120
Advertising - Search Point UK	179
Annual Website Fee	55
Annual McFee Anti-Virus Software	90
	<u>1194</u>

12 Electric - 7% increase

EDF	442
	<u>442</u>

13 Business Rates - not payable due to Corona Virus Outbreak

Mendip District Council Rates	0
	<u>0</u>

14 Phone / Internet - 7% increase

Onecom	316.49
	<u>316.49</u>