



Red Room Pre-school Annex

Reg. charity no. 1053784. Ofsted reg. EY313518



The Red Room Pre-school Annex.

Annual General Meeting October 18th 2023.

Venue: Chewton Mendip cafe

Present. Elaine Blackmore, Marta Rubio Gonzalez, Kaylea Pollard and Kim Haddock, Caroline Elliott, Amie Matthews.

The Minutes of the previous A.G.M. were read and agreed as a true record.

Matters arising. None

Chairperson's Report.

Welcome and thank you for attending the AGM.

This year we have returned to pre-covid opening and routines. Children are still being welcomed at the gate which has worked well and children are more confident when they arrive. We were able to use the church for the walking Nativity, thanks to Vicky Whittaker for helping organise it. The ground works over the holidays to create the new large sandpit have been completed by Sean Heathcote and the children have loved the new 'Beach'.

The upper decking is scheduled to be replaced over the summer holidays.

Mrs Smedley left us in February to take up a post with Oxford County Council. We have employed Mrs Brooks to cover some of her sessions.

Mrs Pike is undertaking training to become the deputy designated safeguarding lead and Mrs Smith has taken on the role of SENCO.

The opening times have been extended to 4.30 in response with parent's working commitments. It has been a slow up take but brings our hours more in line with Chewton School, after school provision. The Breakfast club continues to be well used by the pre-school and school children. We have already had a lot of enquiries for 2 year old places next year. This is due to the change in government funding which will give children over 2 funding for 570 hours from April 2024.

The end of year picnic and walk through Chewton Woods was enjoyed by all and celebrated another successful year for the pre-school.

Treasurer's report

Accounts show a deficit of £3216.00 for the year 1st September 2022 to 31st August 2023 and the bank account on 31.8.23 stands at £69635.46

- Main income
- Universal funding entitlement £36535.56
- Fees £17006.75
- Breakfast Club £4914.14
- Energy subsidy £400.00

Wages were increased in April to hopefully retain our existing staff. It was agreed to increase fees from September 2023 to £5.70 for pre-school sessions and £6.00 for wraparound care and Breakfast club.

Rent £1200.00. Electric bill has increased to £103.00 per month. Internet and phone has been renegotiated after it was increased to £62.00 back to £49.20. We had a rebate of £400.00 from EDF due to the government fuel subsidy. Bank charges £60.00. PLA insurance £862.64.

Main Expenses

- Wages £53191.37
- Rent £1800.00
- (Chewton Mendip Governors)
- PLA annual membership and insurance £912.64
- Utilities and rates £3485.84
- Training £595.00
- New computer £369.00
- Accounts services £750.00

Planned works Replacement of old decking on the top play area.

Still outstanding - the update of the bank signatories.

Past signatories that have now left the committee need to be removed. New officers need to be added as named at this AGM. Another committee officer be able to authorise up payments as a back up to ensure wages can be paid on time.

Supervisor's Report

Numbers of children on roll increased from 18 in September to 20 at the end of the summer term. We had 6 children moving on to reception classes and 14 staying on the role for September. Children have enjoyed the new sandpit and continue to enjoy the new extended upper play area.

The Monday hall session was opened to all our children and the younger children coped really well, enjoying the dancing and games.

Transitions into reception class has not yet returned to pre-covid times and we have not been able to visit the reception class for a short play or story time as we have in the past.

Children have enjoyed the enlarged sandpit and continue to enjoy the Pirate Ship role play area. A lot of our old plastic equipment has perished this year. We have had a donation of a new Little Tikes car and the bikes remain very popular. The two smaller sheds will need replacing next year.

Forest School continues to be an important part of our provision has worked really well.

Staffing recruitment continues to be problematic as low wages have impacted on people choosing to train and choose early years as a career. We have relied on our existing staff to cover absences. The extended hours have not had the uptake that we had hoped but remain an important part of supporting our working parents.

Election of New Committee Officers

Vice Treasurer Caroline Elliot.

Proposed	Seconded	Vote
Marta Rubio Gonzalez	Kim Haddock	Unanimous

Other committee officers remaining in post

Chairperson
Mrs Kim Haddock

Treasurer
Kaylea Pollard

Secretary
Marta Rubio Gonzalez

Adopting the PLA constitution 2011 and current pre-school policies

Proposed	Seconded	Vote
Kim Haddock	Marta Rubio Gonzalez	Unanimous

Date of next AGM Wednesday October 16th 2024

Redroom Pre- School Income & Expense Account for year ended 31 August 2023

<u>2022 Income</u>				<u>2023</u>	<u>Note</u>	<u>2022 Expenditure</u>
	Fees		%			48,551 Wages
14,069	Fees Paid	16,944.20	20.43%			
43,450	SCC tokens	36,535.56	-15.91%			1,800 Rent
	- Stay & Play	-				
4,926	Breakfast Club	4,976.64	1.03%			675 Staff training
<u>62,445</u>		<u>58,456</u>		58,456	3	277 Equipment
						3,247 Property Maintenance / Repairs
	Fundraising	<u>Income</u>	<u>Expense</u>	<u>Profit</u>		
	0 Christmas Fair	0	0	0		
	25 Chewton Mendip Fete	0	0	0		
	0 Donation	0	0	0		2,353 Misc consumables
	0 Easter Fair	0	0	0		
		<u>0</u>	<u>0</u>	<u>0</u>	0	
						888 Ofsted registration fee & Insurance
200	Grants- wages supply	0				1,364 Admin
	0 SCC - Cluster Group Fund	0				576 Electric - edf man
	0 SCC - Training	0		0		563 Telephone - onecomm
		<u>0</u>				0 Business rates
						90 Bank charges
						6,427 Income in excess of Expenditure
<u>62,670</u>				<u>58,456</u>		<u>66,811</u>

Statement of Accounts

at 1 Sept 2022

At 31 August 2023

72,852	Current Account	69,635
2	Pettycash Account	0.78
19	Appeal Account	19.09
-3,217	INCOME IN EXCESS OF EXPENDITURE	
<u>69,655</u>		<u>69,655</u>

Accounts prepared by Sarah Jefferis
29th Feb 2024

<u>2023</u>	<u>Note</u>
53,038.01	2
1,800.00	
595.00	4
423.99	5
110.00	6
2,045.55	7
912.64	8
1,342.58	9
651.00	10
634.84	11
0.00	
120.00	12
-3,217.21	1
<u>58,456</u>	

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Red Room Pre-School
Notes to accompany Accounts year ended 31 August 2023

Income in excess of Expenditure

Wages - increase of 9.25%

Staff ROP increased from April 2023

Fees received - overall decrease of 6.39%

Fees received - increase of 20.43%

SCC Token - decrease of 15.91%

Breakfast Club - increase of 1.03%

Staff training - decrease of 12%

Noodle Now Training - Annual fee

Child Protection Training Subscription

Somerset CC Training - SENCO

Advanced child protection update

Child Protection Training

Equipment - increase of 53%

Camera

Computer

Water Tray

Property Maintenance - significant decrease due no large expenses this year compared to new heater and wi

Darren Wilkins - Annual Electric PAT testing

Misc Consumables - decrease of 13%

General Provisions

RM Educational

Printing & Stationary

Ofsted Registration Fees / Insurance / Memberships - small increase in fees due to insurance fees

Ofsted Registration Fee

Early Years Alliance - Insurance

Admin - small decrease on 2022

S Jefferis - wages & accounts

HMRC Fine

PRS Licence

McFee Virus Renewal

Advertising - Phoenix Community

Advertising - Chewton Mendip

WIX Annual Fee
Bristol Fire Inspection

Electric - EDF Man - INCREASE OF 82% EXCLUDING CREDIT - fee increases itemised below

EDF Energy Credit between Sep 22 & March 2023

Charges between September 22 & January 2023 - £62 per month

Charges between Feb & Aug 23 - £107 per month

Charges from July 23 - £103 per month

Phone / Internet - increase of 13% due to fee increases itemised below

Fees between September 22 & March 23

Fees between April & August 23

Bank Charges - increase of 33%

Bank Fees - Main Account

Appeal Account

-3217

53038.01

53038.01

16,944

36,536

4,977

58,456.40

120

90

90

140

155

595.00

54.99

369

191.44

615.43

indows in 2022

110.00

110.00

1552.61

125.64

367.3

2045.55

50

862.64

912.64

750

200

60

120

80

25

50
58

1342.58

-400
310
535
206

651.00

344.33
290.51

634.84

60
60

120
