

Mitcheldean Early Learners

Minutes of Annual General Meeting

Thursday 26th October 2023 6.30pm at MEL building

Attendees: - Paula Taylor, Sarah Freeman, Rachel Burrell, Alex Kirby-Lawrence, Megan Blewitt, Tyler Evans, Laura Wintle, Natasha Little, Gina Etter, Sarah Cartwright

Agenda

1. Apologies - Grace Hoult
2. Minutes of Previous AGM read and agreed - proposed Megan Blewitt - seconded Alex Kirby-Lawrence
3. Chairperson's Annual Report
4. Business Manager/Treasurer's Annual Report
5. Early Years Managers Annual Report
7. Election of New Committee & Officers
Chairperson - Megan Blewitt proposed Paula Taylor -
Seconded Alex Kirby-Lawrence
Secretary - Sarah Cartwright - proposed Megan Blewitt -
seconded Paula Taylor
Treasurer - Grace Hoult - proposed Megan Blewitt -
seconded Alex Kirby-Lawrence
Other committee members - Sam Lane, Laura Wintle (staff)
& Alex Kirby-Lawrence (staff) - proposed Gina Etter -
seconded Paula Taylor
New committee member - Natasha Waite - proposed Laura
Wintle - seconded Megan Blewitt (Laura will complete
necessary DBS & EY2 etc for new member)
All positions agreed unanimously.
8. Date of next meeting - 26.10.23.(after AGM)
9. End AGM - 7.00pm

Chairperson's report for AGM 26.10.23

Under the circumstances of the economic pressures the country is under, I think, as a committee and the girls in the setting, the fundraising has not been too bad.

Gina & team have worked hard with the Christmas activities, nativity, Christmas cards and decorations and raised £162.50.

The disco that was organised with Laura & Gina made £133.00.

The jumble sale which helped to clear out lots of people's cupboards made £230 and not only raised funds but brought the community back together. Thanks to the forest Upcycling centre who took all of the left-over jumble, Laura, Craig, Gina & Steve for helping at the jumble and to those who helped with storing and sorting the jumble.

Our Christmas & Easter raffles made £422, which gave some great prizes.

I would like to take this opportunity to say thank you to all who contributed prizes and sold tickets.

On the tougher note, we had some allegations made about a staff member which led to investigations, verbal & written warnings. This was tough on the setting and staff, thankfully this has now all been sorted.

Now on an exciting note – in May the setting had a very important visitor. Following a walk around and some questions, Mitcheldean Early Learners was awarded "OUTSTANDING" by Ofsted. A massive well done to everyone involved. I even managed to get this mentioned in a Sun online article.

A special thank you to all those involved in general repairs and getting the outside area to the stage it is now. I am looking forward to the fundraising this year, so its time to get into gear and get going after all we finally need to finish the "Forest Fun" area.

Megan Blewitt

Chairperson

MITCHELDEAN EARLY LEARNERS EARLY YEARS MANAGER'S REPORT
AGM 2023

In the autumn term we started the year with 14 children raising to 22 at the end of the autumn term and starting the new year with 29 children on the books.

We have supported a family, working alongside other agencies, under safeguarding.

We had several children that we were supporting with 'My plans' and helping them with Early Help referrals. SENCO has also supported children with sight, physical and hearing as well as monitoring for speech.

Staff training included in-house training on 'Transitions', Sarah being up to date with basic courses,

We had a busy festive season, finishing with a party, and SANTA appeared with his helpers. The New Year brought in new numbers.

As we approached Easter and the summer term, activities such as 'Beach' week and 'sports' week had a normal look about them with parents joining in.

We were now working with other professionals to support 3 children on 'my plans', 1 which we were working to get an E.H.C.P, as well as others with speech.

We had visits from 'Paddington', children being curious where he would be travelling to next, the children were also interested in the caterpillars.

As we approach the end of term, R5's had visits from Miss Wing and visits into the school.

We had a graduation party with parents.

We have worked with other professionals over the past year:-

- Staff from other settings, to ensure continuity of care.
- The Early Years Team
- Social Care Team Professionals

Our thanks go to the people above for their help, support and guidance.

Special thanks go to:

- Mrs Oshun and staff at Mitcheldean Endowed Primary School for their continued support as always
- Father David and the ladies at St Michaels and All Angels Church.
- Santa Craig - for everything he has done over the year
- Steve Etter for his support with all things technological, and all the other jobs Steve does for us.
- Our fantastic committee, led by Meg, who have been supporting us in so many ways throughout the year.
- Our brilliant staff, to ensure we are still striving to be the best we can be
- Laura, thank-you for keeping us all going, we still couldn't do it without you

We hope the committee are staying with us for the next year and we welcome new members.

It has been another very challenging year, However, as always, the children make it worthwhile.

To end on a high we had our visit from OFSTED, and they affirmed what we all knew, we are outstanding!

Here's to the next 12 months!

Gina & Paula

Treasurer/business manager's report AGM 26th October 2023

This last year has been a very challenging one with the economic crisis affecting us not only in our own day to day expenditure (refreshments, admin, consumables etc) but also by families not being able to afford to send their children to Early Learners until they qualify for either the 2 year or the 3 & 4 year Nursery Education Grant. We have increased our income from the Nursery education funding and additional children's fees, but this has been negatively impacted by the increase in the National Living wage. Cash flow has meant that funds have had to be transferred to and from the savings account to cover the wages run prior to receipt of the grant funding.

Premises costs have increased slightly – luckily, we had signed up to a fixed rate deal for our electricity just before the energy price increase which has helped us maintain our utility expenditure.

Fundraising is down a little on last year but due to everyone's economic situation there is a limit to what fundraising we can do.

Grants that we were eligible to apply to have been very few this year and unfortunately, we have not been successful with obtaining any grant funding which would have helped our financial position but we will keep looking.

Overall, we have made a loss this year but I think in view of the points made above we were lucky to keep this down at the amount that we did.

The Outstanding Ofsted inspection will hopefully help us to recruit more children for the next academic year and onwards.

Laura Wintle

Business manager

Charity Name

Charity Number

Mitcheldean Early Learners**1064043**

Receipts and payments accounts for the period

Period Start date.....1.9.22.....

Period end date.. 31.8.23

RECEIPTS AND PAYMENTS

Receipts	Previous year		Current year	
	£	p	£	p
Nursery Education Funding Free for 3&4	£49,205.37		£59,539.65	
Nursery Education Funding New for 2	£0.00		£0.00	
Children's fees	£8,145.38		£10,822.25	
Milk Refund	£73.24		£186.52	
Other grants (specify) deprivation fund	£5,000.00		£0.00	
Grant...	£0.00		£0.00	
Grant.....	£0.00		£0.00	
Fundraising	£1,127.53		£1,072.55	
Donations	£250.00		£175.00	
Interest	£2.28		£64.66	
Other Receipts	£5,902.84		£8,192.07	
Sub total	£69,706.64		£80,052.70	
Income from sale of equipment	£0.00		£0.00	
TOTAL RECEIPTS	£69,706.64		£80,052.70	

(£7300 transfers from sa

Payments	Previous year		Current year	
	£	p	£	p
Employment costs (Gross pay and employers NIC)	£63,904.98		£63,738.46	
Training costs	£658.42		£321.48	
Premises costs (rent, heat etc)	£4,794.44		£4,803.90	
Subscriptions	£366.45		£368.50	
Insurance	£0.00		£648.18	
Admin costs (post, tel etc)	£595.26		£792.69	
Refreshments (inc milk)	£278.51		£353.99	
Consumables (paint, paper etc)	£2,218.03		£2,378.29	
Fundraising costs (details overleaf)	£3.00		£54.87	
Other expenditure (details overleaf)	£1,491.54		£8,090.93	
Sub Total	£74,310.63		£81,551.29	
Equipment (toys, books etc)	£1,511.97		£1,557.69	
TOTAL EXPENDITURE (B)	£75,822.60		£83,108.98	

(£7300 transfers back to

NET OF RECEIPTS AND PAYMENTS (A-B =C)	-£6,115.96	-£3,056.28
Cash funds* incl.depositA/c LAST year end (D)		£16,595.02
Cash funds* incl.depositA/c THIS year end (C + D)	-£6,115.96	£13,538.74

£13,538.74**STATEMENT OF ASSETS AND LIABILITIES*****note:cash funds include reserve/contingency/deposit accounts**

		CURRENT VALUE
Cash funds (agree with balance of receipts and payments a/c)	E	£13,538.74
Debtors (money owed to the charity on the period end date)	F	
Value of buildings and equipment (current or depreciated value)	G	£10,000.00
Liabilities (loans and any other money owed on the period end date)	H	£0.00
Net assets (E-F+G-H)		£23,538.74

as at 31.8.23

ca £1,687.24

pc £307.71

sav 11543.79

£13,538.74

as at 1.9.22

ca 3199.35

pc 416.54

bld 12979.13

total **16595.02**

Signed on behalf of the trustees (committee)

Signed

MBD

Name

M. Blewitt

Role

Chairman

Date

26/10/23

MITCHELDEAN EARLY LEARNERS BUILDING FUND

ACCOUNTS FOR THE YEAR ENDED 31ST AUGUST 2023

Receipts

interest	64.66
Other	

£64.66
=====

Expenditure

<u>transfer</u>	22.8.23	1,500.00
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£1,500.00
=====

BALANCE SHEET AS AT 31ST AUGUST 2023

Cash at Bank:

Savings Account	12979.13
cr interest applied	64.66

£13,043.79
=====

Cash at Bank:

Savings Account	11543.79
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outstanding cheque

£11,543.79
=====

Net Loss for year	-£1,500.00
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I have examined the above Income and Expenditure Account and Balance Sheet and find them to be in accordance with the books and records presented to me.



MGAccounts Limited
16 Eastern Avenue
Mitcheldean, Glos
GL17 0DF

11-10-23



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees

MITCHELDEAN EARLY LEARNERS

On accounts for the year
ended

31 AUGUST 2023

Charity no
(if any)

1064043

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

Responsibilities and
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [] if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

11-10-23

Name:

MONICA GITTINGS

Relevant professional
qualification(s) or body
(if any):

FMAAT

Address:

16 EASTERN AVENUE

MITCHELDBAN

GROS, GL7 0DF

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.