

Annual General Meeting 2021

The Annual General Meeting of Cylch Meithrin Tre Ficer was held on Monday 6th December 2021 at 7:30pm via a virtual Zoom meeting.

In attendance: Catrin, Rhian, Catherine, Marian, Angela, Edward, Delyth, Cllr Handel Davies, Dina, Kate, Caryl, Claire.

1. Welcome from the chair.

The chair welcomed everyone to the AGM and opened the meeting at 7:30. Catrin thanked parents and trustees for joining the meeting.

2. Apologies

Apologies of absence were received from Carol Dyer, Laura Davies, Noel Davies, Lynnette Armstrong, Llian Hemming.

3. Receiving minutes of the last AGM meeting held on 20th January 2021

The minutes of the meeting were agreed as a true record.

4. Matters arising from the minutes

No matters arising from the minutes.

5. Correspondence

Catherine confirmed that there was no particular correspondence that she felt needed raising. Mudiad Meithrin and Carmarthenshire County Council Family Information Service have been sending lots of covid related correspondence on a weekly basis.

6. Leaders Report

Catherine explained how Covid really hit the Meithrin during the 2020-21 year. She thanked the staff for being so resilient. She also thanked all parents for being very responsible with regards all the guidelines and regulations.

During the past year the Meithrin has had a lot of grant opportunities and we have taken advantage of these, including £2000, from moondance and £21,500 from Welsh Government (WG). Llanfair ar y Bryn Community Council donated £1000 and Myddfai Community council also donated £300. We also received £4181 as part of the co-opfunding initiative.

The Meithrin had a very short window of opportunity to spend all the WG funding, but we did manage to spend it all on new indoor and outdoor equipment, which the children love.

Meithrin has been chosen as one of the charities that Llandoverly Golf club will fund this year and we are very grateful to them for thinking of us.

Catherine explained that the new curriculum is being introduced. She also outlined that children numbers are going to decrease considerably over the next year, so they are going to have to look at their expenditure.

7. Treasurers Report

Current account balance @ 01.04.2020 = £9519.64
Income = £67,625.42

Expenditure= £56,531.87
End balance @31.03.2021 = £20,613.19
Up by: £11,093.55

Meithrin have had over £31,000 in grants and that is why the income is so high for the 2020-2021 year. However, we have had to spend a lot of that income.

8. Selection of Officers

All current committee members were re-elected into their posts.

Chair-Catrin Davies was nominated and seconded

Vice Chair- Laura Davies nominated and seconded.

Secretary- Rhian Jones nominated and seconded.

Treasurer- Marian nominated and seconded.

9. Selection of Trustees

Nomination of Trustees: **All trustees present in the meeting agreed to continue in their roles. Catrin agreed to check that Carol is still happy to continue as trustee.**

Mrs Carol Dyer

Mr Edward Davies

Cllr Handel Davies

Responsible Person-Mr Noel Jones will continue in this position.

10. Fundraising/Publicity Events

- Online auction going on at the moment -well over £300 had already been raised and it was due to finish on 8.12.2021.
- Raised £37 for Children in need

Catrin explained that the Meithrin must raise funds to cover running costs, but that they also have to raise money for charities. She hoped that the Meithrin could go back to having face to face fundraising events when it was safe and sensible to do so. Edward mentioned that he can provide the School Hall facilities for any events that Meithrin want to hold.

Catherine thanked Mr Edward Davies and all staff at YRP for all the Personal Protective Equipment they have given to the Meithrin, she said that they have been very generous whenever the Meithrin needed anything.

11. Any other business

Catrin and Catherine explained that Child numbers in the Meithrin are decreasing rapidly over the next year, which is as a result of a natural decline in birth rate in the local area. They outlined that after Easter and up to Christmas 2022 funded children will drop dramatically. Normally there would be 4 staff in the afternoon sessions, but we are already down to 3 staff with just 5 children. There is one child starting after Christmas, and possibly 2 after February half term. Catherine felt that the Meithrin can't justify keeping the staff at that ratio. It would likely be picked up by CIW and wouldn't make sense financially. Current staffing costs are very high to ensure the minimum wage is being met.

Catherine explained that Meithrin staff had already considered options, such as reducing hours (e.g. each member of staff decreasing by one session) or closing the Meithrin for one of the afternoon sessions and giving these children the opportunity to go to the morning session instead. Normally there are only two

afternoon sessions for non-funded children, but we could offer morning sessions to these children and start offering more than just 2 sessions for them.

Edward also mentioned that YRP are having to forward plan for the decrease in school numbers.

Catherine was keen to find a way of sustaining the Meithrin without losing staff and asked for the views of the parents.

Edward mentioned that WG are planning to extend free childcare to 2-year-olds (already offered to 3- and 4-year-olds). This was only announced last week and may take a while to be implemented. Cllr Handel Davies agreed to share the detail once he receives it.

Catrin explained that we want to be able to offer as many hours as possible – we are a business at the end of the day and need to cover staff and running costs, but we don't operate to make a profit.

Catherine asked parents views on the current hours of the Meithrin. Two parents recommended lowering the age of children attending and to investigate the possibility of offering a wraparound service. Currently children start at 2 and a half years old. Meithrin would have to re-register with CIW if they would want to change the age.

One parent also mentioned offering longer hours, which would appeal to many parents, who currently have to pay for 2 settings (childcare and Meithrin). Having longer sessions at a competitive price is likely to appeal to many parents.

Catherine confirmed that the current cost of sessions is £8. Catrin asked Catherine to look at lowering the age to 2.

The Staff and Committee will explore the options of extending the hours of Meithrin sessions. Edward suggested extending to school hours initially. Catrin added that on Mondays and Wednesdays, morning and afternoon sessions are already offered, and therefore we would only need to consider bridging the lunchtime to offer school hours. The Committee agreed to discuss this further.

Edward suggested keeping the afternoon sessions during the next term. Catrin also felt that dropping the afternoon session should be a last resort and that we should review at the February half-term. Edward also suggested offering the afternoon children, all 5 morning sessions also.

Catherine mentioned that the Meithrin is due an inspection shortly, due to moving to the new site.

Angela mentioned looking at ways of lowering current food costs and explained that a lot of Meithrins ask parents to bring their own snacks and fruit etc. Parents seemed to be supportive of this.

Edward thanked Meithrin staff for all their support since moving to the new site and felt that the partnership works well.

Catherine thanked Heather Powell for auditing and signing the accounts on behalf of the Meithrin.

Delyth thanked committee members and staff for their hard work during the pandemic and in moving to the new site.

12. Date and Venue of next meeting

To be confirmed. Chair suggested we have a committee meeting in the February Half Term 2022.

FFURFLEN INCWM A GWARIANT / INCOME AND EXPENDITURE

| | UNION / EXACT | UNION / EXACT | UNION / EXACT |
|--|--|--|--|
| INCWM / INCOME | BLWYDDYN / YEAR 01.04.2018—31.03.2019 | BLWYDDYN / YEAR 01.04.2019—31.03.2021 | BLWYDDYN / YEAR 01.04.2020—31.03.2021 |
| Grant Mudiad Meithrin Grant | ————— | £ 500 - 00 | £ 750 - 00 |
| Grant Arian Plant 3 oed / 3yr old Education Funding Grant | £ 15 930 - 00 | £ 23 970 - 00 | £ 23 805 - 00 |
| Grant Cynladwyedd / Sustainability Grant | £ 531 - 25 | ————— | £ 541 - 16 |
| Grantiau Eraill / Other Grants | ————— | ————— | £ 31 399 - 24 |
| Incwm Hyfforddi ac Incwm Cynllun Cyfeirio / Training Income & Referral Scheme Income | ————— | £ 240 - 00 | £ 50 - 00 |
| Ffioedd Plant / Children's Fees | £ 9 673 - 00 | £ 7 710 - 75 | £ 5 332 - 50 |
| Codi Arian / Fundraising | £ 7 138 - 61 | £ 1 105 - 96 | £ 4 242 - 72 |
| Rhoddion ag Eraill/ Donations & Sundries | £ 414 - 00 | £ 134 - 00 | £ 1 504 - 80 |
| Cyfanswm Incwm / Income Total A | £ 33 686 - 86 | £ 33 660 - 71 | £ 67 625 - 42 |
| Gwariant / Expenditure | BLWYDDYN / YEAR 01.04.2018—31.03.2019 | BLWYDDYN / YEAR 01.04.2019—31.03.2020 | BLWYDDYN / YEAR 01.04.2020—31.03.2021 |
| Cyflogau a Costau TWE/ Salaries and PAYE costs | £ 25 933 - 66 | £ 29 350 - 87 | £ 28 721 - 03 |
| Costau Rhent, Gwres ayyb / Rent & Heating Costs etc | £ 844 - 31 | £ 1 067 - 65 | £ 1 156 - 27 |
| Ffioedd Cofrestru / Registration Fees | £ 215 - 00 | £ 149 - 00 | ————— |
| Offer, Nwyddau ag Adnoddau / Equipment Materials & Resources | £ 2 068 - 15 | £ 1 506 - 63 | £ 25 655 - 45 |
| Costau Bwyd a Diod / Food & Drink Costs | £ 662 - 28 | £ 724 - 07 | £ 228 - 42 |
| Codi Arian/Marchnata / Fundraising/Marketing | £ 569 - 83 | £ 85 - 67 | ————— |
| Eraill (e.e. hyfforddiant) / Other (e.g. training) | £ 1 244 - 25 | £ 1 130 - 44 | £ 770 - 70 |
| Cyfanswm Gwariant / Expenditure Total B | £ 31 537 - 48 | £ 34 014 - 33 | £ 56 531 - 87 |
| Gweddill (diffyg) am y flwyddyn = A - B Surplus (deficit) for the year C | £ 2 149 - 38 | -£ 353 - 62 | £ 11 093 - 55 |
| Arian a'r ddechrau'r flwyddyn (dylid cynnwys cyfanswm pob Cyfrif banc) / Cash at year start include the totals of all bank accs | £ 77 23 - 88 | £ 9 873 - 26 | £ 9 519 - 64 |
| Arian ar ddiwedd y flwyddyn = C + CH Cash at Year End D | £ 9 873 - 26 | £ 9 519 - 64 | £ 20 613 - 19 |

FFURFLEN INCWM A GWARIANT / INCOME AND EXPENDITURE

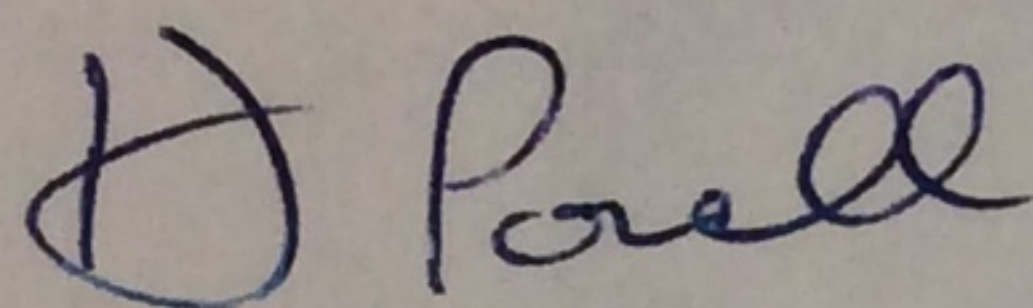
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CYLCH MEITHRIN TRE FICER

I have audited the Income and Expenditure accounts of Cylch Meithrin Tre Ficer for the year ended 31 March 2021.

I have been provided with sufficient accounting records to give reasonable assurance that the financial statements are free from material misstatement.

In my opinion the financial statements give a true and fair view of the organisations state of affairs as at 31 March 2021, and of its incoming resources and application of resources for the year then ended.

A handwritten signature in blue ink, appearing to read 'H Powell'.

Heather Powell

Gollen

Myddfai

Llandovery

SA20 OHZ