

Annual General Meeting 2022

The Annual General Meeting of Cylch Meithrin Tre Ficer was held on Thursday 26th January 2023 at 7:00pm in the Meithrin Rooms at YRP.

In attendance: Catrin, Rhian, Catherine, Marian, Claire, Cllr Handel Davies, Carol Dyer, Noel Jones.
Parents in attendance: Rhian Jones, Delyth Jones, Rhian Morgan, Mariia Kochura

1. Welcome from the chair.

The chair welcomed everyone to the AGM and opened the meeting at 7:10. Catrin thanked parents and trustees for attending the meeting.

2. Apologies

Apologies of absence were received from Laura Davies, Edward Davies, Kate Morgan, Anna Davies.

3. Receiving minutes of the last AGM meeting held on 6th December 2021

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

4. Matters arising from the minutes

- It was noted by the Leader that the Meithrin still hadn't had a CIW inspection, but received an Estyn inspection the same time as YRP.
- Cllr Handel Davies queried if child numbers were still decreasing. Catherine explained that the afternoon sessions are now almost full, as the intake age was reduced to 2 year olds. Edward kindly offered to employ Angela Eady on a secondment basis from the Cylch, and therefore Meithrin Staff did not need to reduce their hours, which had been considered as a possibility. Catrin thanked Meithrin staff for being pro-active and dealing with the changes in child numbers.

5. Correspondence

Catherine confirmed that there was no particular correspondence that she felt needed raising.

6. Leaders Report

Catherine thanked staff for their continued hard work. She explained that it has been challenging with implementing the new curriculum which is now focussed around being child led and play based. With regards staffing changes, Claire is now with the Meithrin full time, Angela left in January 2022 and Anna started in September 2022 (Mondays and Wednesdays).

Parents evenings and taster sessions have been held face to face.

The Meithrin has been fortunate to receive lots of grants, but we have been informed that these are likely to come to an end soon.

A trip to the Botanical Gardens was arranged for the Funded Children and we've also had sessions with Oriel Myrddin.

Now that the Meithrin is on the new site, they have to pay rent charges to the school of £3/hr - electric is included in this fee. Gas is paid separately by the Meithrin. Meithrin have received letters from the council regarding business rates and were worried that they would need to start paying these costs which would be quite high. Up to now they haven't had to pay rates, as these fees have been waived due to covid.

Catherine noted that the last increase to the fees charged by the Meithrin was back in Oct 2021, and that the current charge was £8/ session. She explained that if it wasn't for the grants, the Meithrin would most certainly be running at a loss. She also highlighted that neighbouring Meithrin settings (Llangadog and Llansawel) charge £4/hr. If Tre Ficer were to charge the same, we should be increasing our fees to £10 per session. She also noted that staff wages would be increasing in April from £9.50/hr to £10.42 in line with minimum wage and therefore sought the committees views on whether they felt an increase to £10/ session was reasonable. Following a discussion between committee members and taking into consideration the views of the parents who were present, it was agreed to raise the fees to £10/session starting after Easter. Catherine added that the Meithrin currently receive £12.50 per session for the funded children.

Catrin asked Cllr Handel Davies if there had been any update on 2 year old funding. Cllr Handel Davies confirmed that he had not received any further information and asked Catrin to email him as a reminder to check on any updates. Catrin agreed to send an email to all of the trustees. Delyth queried the possibility of the Meithrin offering a 'wrap around' service, and mentioned that this was something she had previously raised. Catherine explained that the Cylch had looked into this several times but were limited by CIW requirements. The Committee discussed the possibility of increasing hours on a Monday and Wednesday initially, to bridge the gap between the morning and afternoon sessions. Catherine agreed to look into options again and to have discussions with Helen Thomas the Meithrin link officer. She explained that if they were to extend hours, they would have to cap at 20 children and have additional staff. Noel suggested trialling new extended hours for a term/ half term and to conduct a survey with parents to gauge the need and interest. Catrin also mentioned the need to have bank staff with relevant DBS/qualifications that could be called on if there are staff shortages. She explained that the Meithrin had to close last term due to staff sickness and in order to avoid this happening again it was important to have a contingency plan in place.

Catherine closed her report by saying that the Meithrin had welcomed 3 Ukrainian families to the Cylch and that they had settled in well.

7. Treasurers Report

Current account balance @ 01.04.2021 = £20,613.19

Income = £42,274.05

Expenditure= £37,994.53

End balance @31.03.2022 = £24,892.71

Up by: £4,279.52 from April 2021 balance.

Marian confirmed that a large percentage of the income was from grants.
The accounts have been audited by Heather Powell.

8. Selection of Officers

The current chair noted an interest from Laura and Rhian (current committee members) to step down from their roles and asked for nominations for all positions. The following were nominated and seconded and agreed to take up their new roles.

Chair-Catrin Davies was nominated and seconded

Vice Chair- Delyth Jones nominated and seconded.

Secretary- Rhian Jones/ Sarah Rees 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. Edward had also confirmed prior to the meeting that he would continue as a trustee.**

Mrs Carol Dyer

Mr Edward Davies

Cllr Handel Davies

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

10. Fundraising/Publicity Events 2021-22

- Online auction
- Balloon Raffle
- Penblwydd Meithrin
- Siwmpwr Nadolig

11. Any other business

Catherine noted that the CIW Self Evaluation will be going live w/c 30/01/2023 and that the Meithrin had 6 weeks to complete it.

Catherine highlighted that Meithrin staff recognised attention and listening skills of children to be a current issue and said that this is something that they will continue to focus on.

Catrin queried if the Meithrin had been approached to be involved in activities on the Urdd site in May - they had not heard anything to date, however they confirmed that they would be decorating the Meithrin site to show their support.

Catrin also asked what the Meithrin's plans are with regards the upcoming strikes that are planned and queried if they would open if YRP were to close. Catherine confirmed that they would remain open as they can open separately to the school.

12. Date and Venue of next meeting

The Chair suggested that the committee meet during the next Term to update on plans/options for extended hours and ahead of the Urdd etc.

	UNION / EXACT		AMCANGYFRIF / ESTIMATE
INCWM / INCOME	BLWYDDYN / YEAR 01.04.2019—31.03.2020	BLWYDDYN / YEAR 01.04.2020—31.03.2021	BLWYDDYN / YEAR 01.04.2021—31.03.2022
Grant Mudlad Melthrin Grant	£ 500 - 00	£ 750 - 00	—
Grant Arian Plant 3 oed / 3yr old Education Funding Grant	£ 23970 - 00	£ 23805 - 00	£ 29540 - 25
Grant Cynladwyedd / Sustainability Grant	—	£ 541 - 16	£ 1086 - 95
Grant Dechrau'n Deg / Flying Start Grant	—	—	—
Grantiau Eraill / Other Grants	—	£ 31399 - 24	£ 3085 - 50
Incwm Hyfforddi ac Incwm Cynllun Cyfeirio / Training In- come & Referral Scheme Income	£ 240.00	£ 50 - 00	£ 1800 - 00
Ffioedd Plant / Children's Fees	£ 7710.75	£ 5332 - 50	£ 5493 - 75
Codi Arian / Fundraising	£ 1105 - 96	£ 4242 - 72	£ 797 - 60
Rhoddion ag Eraill/ Donations & Sundries	£ 134 - 00	£ 1504 - 80	£ 470 - 00
Cyfanswm Incwm / Income Total A	£ 33660 - 71	£ 67625 - 42	£ 42274 - 05
Gwariant / Expenditure	BLWYDDYN / YEAR 01.04.2019—31.03.2020	BLWYDDYN / YEAR 01.04.2020—31.03.2021	BLWYDDYN / YEAR 01.04.2021—31.03.2022
Cyflogau a Costau TWE/ Sala- ries and PAYE costs	£ 29350 - 87	£ 28721 - 03	£ 31369 - 28
Costau Rhent, Gwres ayyb / Rent & Heating Costs etc	£ 1067 - 65	£ 1156 - 27	£ 2280 - 97
Ffioedd Cofrestru / Registration Fees	£ 149 - 00	—	—
Offer, Nwyddau ag Adnoddau / Equipment Materials & Resources	£ 1506 - 63	£ 25655 - 45	£ 2909 - 62
Costau Bwyd a Diod / Food & Drink Costs	£ 724 - 07	£ 228 - 42	£ 531 - 06
Codi Arian/Marchnata / Fund- raising/Marketing	£ 85 - 67	—	£ 77 - 60
Eraill (e.e. hyfforddiant) / Other (e.g. training)	£ 1130 - 44	£ 770 - 70	£ 826 - 00
Cyfanswm Gwariant / Expenditure Total B	£ 34014 - 33	£ 56531 - 87	£ 37994 - 53
Gweddill (diffyg) am y flwyddyn = A - B Surplus (deficit) for the year C	-£ 353 - 62	£ 11093 - 55	£ 4279 - 52
Arian a'r ddechrau'r flwyddyn (dylid cynnwys cyfanswm pob Cyfrif banc) / Cash at year start (this should include the totals of all bank accounts) CH	£ 9873 - 26	£ 9519 - 64	£ 20613 - 19
Arian ar ddiwedd y flwyddyn = C + CH Cash at Year End D	£ 9519 - 64	£ 20613 - 19	£ 24892 - 71

CYLCH MEITHRIN TRE FICER

I have audited the Income and Expenditure accounts of Cylch Meithrin Tre Ficer for the year ended 31 March 2022.

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 2022, and of its incoming resources and application of resources for the year then ended.



Heather Powell

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