

Minutes of the AGM of the Holton le Clay Pre-school Board of Trustees  
Wednesday 12<sup>th</sup> June 2024

PRESENT

Lois Taylor (Chair)  
Amy Martindale (Treasurer)  
Rebecca Boulger (Secretary)

Trustee Members: Donna Broughton, Sue Goodhand (Manager), Hayley Reid

Pre-school Staff Members: none

Parents: Nicola Willerby, Emma Wright, Marry Brunskill, Tamara Sizer, Colin Simpson, Natalie Staple, Kieran Boulger, Katie Maha.

1. APOLOGIES:  
Diane Boylan

2. WELCOME TO PARENTS:  
The Chair welcomed the parents to the AGM. LT explained that we are a charity and as such need the support of our parents. LT also explained the need for an annual AGM.

3. MANAGER'S REPORT:  
Trustees and parents were given an update by SG. The Manager's Report as at 12<sup>th</sup> June 2024 follows:

*It has been a very busy year and the mix of 2, 3 and 4 year olds has worked well again and children have made friendships during the year.*

- *Transition was excellent with Reception teachers telling us that they had no issues with children settling again last September. The transitions for this September are going well too.*
- *Transitions into preschool have been amazing and all children have settled nearly instantly.*
- *Ofsted visited in May 23 and the whole team pulled together and did an absolutely amazing job on the day and we were awarded a 'strong' Good. We are very pleased with the report and proud of our 'outstanding team and setting'.*
- *Some highlights from the year include watching the chicks hatch from Living Eggs and also a visit from Mr Gruff and the Cheeky Christmas Elf from Once Upon a Party. We have had visits from a veterinary nurse, ambulance service and the police – the children have loved all the visits. Laura Brown a local Zumba teacher is coming in weekly to lead fitness/yoga sessions with the children and these have been a great success and the children look forward to these sessions.*
- *We have a new student started with us from the Adult Education Department at Franklin College who is studying childcare. She is absolutely fantastic and the children really like spending time with her.*
- *The Mud kitchen area is greatly used and we currently have carrots, potatoes, courgettes, peas and strawberries growing.*
- *All staff are continuing to update their training including Safeguarding, Paediatric first aid, food hygiene and Early Years courses, one has completed level 3 and one has just finished her level 6.*
- *We have many SEN children and children who need a little extra support in areas of development and the whole staff team put so much effort and time into supporting these children and their families (working together with outside agencies) for them to develop to their full potential.*

- *A member of staff is leaving us in the Summer. Alison Hay is leaving due to family commitments; she will very much be missed. She started at Preschool in 2000 and has been a very valuable staff member for the last 24 years.*
- *We currently have no Safeguarding concerns to report.*
- *Preschool has an amazing staff team who all work so well and closely together and this is the backbone to how successful the setting is. All staff are willing to do anything asked of them and work over and above (frequently in their own time) to complete tasks and make resources etc and I hope they know how truly valued they all are.*
- *I would like to say an extra thank you to Diane who as Deputy keeps things ticking over daily and is a great support to myself and to Becca who has worked extremely hard in a very challenging first year of being Senco to help and support all our SEN children and their families.*
- *And finally as always we would also like to thank all the committee for their support over the last year as without our committee we would cease to function. Also an extra big thank you for all of Donna's efforts in fundraising for us, she does an amazing job to bring some extra income into Preschool.*

#### 4. TREASURER'S REPORT:

Net profit for 2023 was just under £4,000, we have received just under £1000 in fundraising and donations. The main running cost is wages at £95,000, followed by rent at just over £5,500. In 2023 the preschool received £86,000 in funding and nearly £26,000 in parent fees and there was a spend of £1,800 on toys and equipment.

AM also explained to the parents about the redundancy fund which was in place for staff should the need arise and that there was also a contingency fund for half a term of running costs, there is £22,000 in the redundancy fund.

#### 5. NEW COMMITTEE ROLES:

- Chair – Lois Taylor (agreed to continue)
- Treasurer – Amy Martindale (agreed to continue)
- Secretary – Rebeca Boulger (agreed to continue)

All three trustees voted back into their roles.

#### 6. AOB:

Nothing raised.

Once the Meeting had closed, Trustees reconfirmed the next committee meeting which is to be held on Monday the 8<sup>th</sup> of July at 8pm.

Holton le Clay Pre School

Accounts for the year 31st December 2024

Receipts

Fees	28939.25
EYE	100434.43
Bank Interest	432.19
Donation	200.00
Grants	3038.64
Fundraising	1569.30
Refunds	43.45
Easy Fundraising	132.10
<b>TOTAL INCOME</b>	<b><u>134789.36</u></b>

Wages (inc Pension)	103737.81
Rent	5844.50
Snacks	625.00
Insurance	951.07
Training	178.00
Stationery & Postage	0.00
Telephone	240.00
Craft Materials	379.14
Print/ Batteries	505.85
Toys & Equipment	2995.85
Books	102.78
Party / Entertainment	926.00
Cleaning & PPE	269.61
Charges	71.98
Ofsted/DP/NPA regs	199.70
Grants	1370.00
Staff Gifts/Uniform	979.18
Volunteer Gifts	31.00
Advertising	150.00
Repairs and Maintenance	169.00
DBS	0.00
Other	267.40
Childrens Gifts	42.95
Living Eggs	342.00
IT	71.88
Payroll/Tapestry/Twinkle	1277.91
<b>TOTAL EXPENDITURE</b>	<b><u>121728.61</u></b>

<b>Net Profit / Loss</b>	<b><u>13060.75</u></b>
--------------------------	------------------------

**Represented By:**

Deposit Account 01/01/24	22000.00
Current Account 01/01/24	17171.34
Loss/Profit for the period to 31/12/24	13060.75
	<b><u>52232.09</u></b>

**Represented By:**

Deposit Account 31/12/24	22000.00
Current Account 31/12/24	30232.09
	<b><u>52232.09</u></b>



# CHARITY COMMISSION FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

HOLTON LE CLAY PRE SCHOOL

On accounts for the year  
ended

31st DECEMBER 2024

Charity no  
(if any)

1184686

Set out on pages

1

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2024

Responsibilities and  
basis of report

As the charity trustees of the Trust, 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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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:

RCV

Date:

21/7/2025

Name:

RICHARD CHARLES JONES

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

Address:

12 WHISBY COURT

HOLTON LE CLAY

GRIMSBY DN36 5BG

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