



AGM MEETING WEDNESDAY 5th DECEMBER 2023 4.30PM

Agenda:

1. Matters Arising
2. Confirm the trustees.
3. Banking and Finances: verbal report from the treasurer.
4. Clybiau Plant Cymru
5. Grants available
6. Use of vouchers
7. Insurance
8. Fees
9. Review of financial practises
10. Audit
11. AOB

Minutes

Present: Claire Jones, Helen Weisinger, David Lambert, Wayne Callaghan, Lisa Callaghan, Amy Cowell, Alison Morris, Louise Whitgreave

1. Minutes were agreed, matters arising were item 2, confirming the trustees. LW was asked to confirm if Mrs Minshull wishes to stand again for being trustee, otherwise, it was agreed that Mrs Helen Weisinger would join the trustees. Ms Bee has left the school and has ceased to be a trustee of Eyton Extras.
2. Trustees confirmed:
 - Mr Wayne Callaghan: Chair for 3 years; term ends/re-election Autumn 2026
 - Mr David Lambert: Treasurer for 3 years; term ends/re-election Autumn 2026
 - Oliver Cowell: Secretary for 3 years; term ends/re-election Autumn 2026
 - Louise Whitgreave: Headteacher; for 3 years; term ends/re-election Autumn 2026
 - Helen Weisinger: parent; for 3 years; term ends/re-election Autumn 2026
3. Banking and Finances: Finances are healthy at the moment with £1,400 in the account. The account was audited and signed off on 13/11/23, this was shared at the meeting. LW will add the letter to the EE file.
£94 for EE was raised at the Christmas Fair, well done everyone.
4. Mrs Jones has been tasked with ensuring that Eyton Extras has kept its membership with Clybiau Plant Cymru. It is £55 to renew our membership.
5. Ggrants: LW is to apply to Dame Dorothy for some funding for enrichment activities. AC is to apply for a Children in Need grant for rural services for our children. Use of the school's pupil deprivation grant was discussed but school monies can't be used for Eyton Extras, which is a separate entity.

6. Use of vouchers: LW explained that now we're not part of Care Inspectorate Wales: CIW, parents can't use vouchers to help to pay fees. It was highlighted as another example of rural deprivation, with rural families supported by small rural services being affected again.
Mrs Jones: a qualified NNEB does not have the L3 Playworker qualification, Mrs Whitgreave: Headteacher, BEd Hons, NPQH, Cert Ed SpLD, does not have the :3 playworker qualification, so E.E. cannot be registered with CIW. Mrs Jones said that she was considering retirement, so when a new leader was sourced, this should be one of the essential job criteria.
7. The insurance with Michael Morton has been renewed for another year, running October 2023 to October 2024.
8. Fees: The meeting decided to keep the fees the same and review in March/April 2023 at the end of the financial year.
Snacks: If parents could continue to donate snacks, this would help the finances of the club which is not-for-profit. LW will add a request onto the school newsletter.
Fund-raising: 13th December Bingo Night
15th December: Movie Night
9. Review of Financial Practises: Annual Audit completed, 13/11/2023, the letter was shared at the meeting and will be kept on file.
Parents pay invoices that are sent out, they are often paid electronically and it is traceable, when paying by cash a receipt is written and signed.
Parents who claim Universal Credit can claim fees using EEs financial processes.
Declaration of Interest: LW to circulate a form, based on the LA form used with Governors.
10. This has been addressed in 3. and 9. above.
11. AOB: The Children who attend EE have a meeting to discuss the types of activities and snack that they have. They would like: A Wrexham F.C. Football Coach session, First Aid session, Circus skills and perhaps a workshop from the Ysgol Clywedog Steel Band.
Staffing: A meeting will need to be held in April to discuss recruitment, if Mrs Jones does decide to retire, as she mentioned at the meeting.
Resources needed to go onto the EE Facebook page which Mrs Durnell has set up.
About invoices information, put a link onto the EE Facebook page
Calendar is to go onto the Facebook page.

Everyone was thanked for attending and it was agreed that it was a very positive and useful meeting.

Meeting closed at 5.50pm

Eyton Extra's
Bank Rec
Year ended 310323

10422 Opening Balance b/f	-00		
Income	8,669.98		
Payments		7,898.15	
310323 Closing balance c/f		771.83	
	<u>8,669.98</u>	<u>8,669.98</u>	-00
10423 Opening Balance b/f	771.83		
310323 Balance as per Bank Statement		1487.09	
Less outstanding cheque no 13 dated 230323		-715.26	
310323 Bank balance as at 310323		<u>771.83</u>	