



Date: 12th October 2021

In attendance Georgina Martin (Chair)
 Hayley Woods (Manager)
 Claire Young
 Sarah Cook
 Gill Rees (Secretary)
Apologies: None

Agenda Items	Decisions and Action	When & by whom
1. Welcome		
2. Minutes from last meeting	Not appropriate due to change to CIO	
3. Chair Persons Report (GM)	Georgina thanked Hayley and the staff for their continued hard work and the smooth running of the Pre-school. Georgina updated the progress on transferring the bank to Lloyds which began in April. This has been full of problems with the bank continually losing paperwork and Georgina having to make numerous visits to the bank and even watching bank staff logging information required. Eventually this month the new account has been opened and all the details and paperwork can be transferred. Georgina has logged a complaint and she should hear the result by the 10 th November 21. She will chase this up if necessary. The Barclays account is now closed.	
4. Treasurers Report	See Account Summary	
5. DBS/EYS checks	All completed	
6. Supervisor's Report (HW)	Unfortunately, the Sports Day had to be cancelled due to Covid. This term there has been a lot of new children who have settled well. There are many 2 year olds. A couple of children have dropped out so there are a few spaces, but the numbers are good and more sessions have been asked for by some parents. The children have enjoyed the food topic of fruit and vegetables. The new EYES curriculum is in use and working well with the key workers knowing their children well. The whole child is to be considered and the emphasis is on what they CAN do.	

	As a 'new' preschool a planned OFSTED inspection is due,	
7. Activities for Christmas	Nativity will be on 17 th December. There will be a party on the 30 th November with a dress rehearsal of the nativity to be recorded in the church. The rehearsal will be 11-11.30 and the party 12-2.45. The parents will be asked to donate party food and there will be a bouncy castle and some craft activities. The Christmas dinner will be on Monday 13 th Dec 11.30 – 1pm	
8. Fund Raising	There will be teas and coffee etc after the Nativity and £1 will be charged for a programme. There will be USB sticks available to purchase and photos of the children individually in their costumes. A reminder to be sent out to use Amazon Smile if possible when buying for Christmas.	
9. New Committee Members	Hayley thought she knew of a parent who might be interested.	
10. A.O.B	No one had anything else to add. The next meeting will be 15 th March 2022 at 7.30pm.	

Independent Examiners Report on the Accounts
of St Margaret's Pre-School
as at 31st August 2021

Independent Examiners Statement

We confirm that this report reflects a true statement of the income and expenditure for St Margaret's Pre-School for the period 1st September 2020 to 31st August 2021.

There are no discrepancies to report or comments to make.

David A Turner

David A Turner – FCCA
Complete Accounting Services
Anchor Business Centre
Frankland Road
Swindon
Wiltshire
SN5 8YZ

Date – 4th April 2022

St Margaret's Pre-School
Receipts & Payments Account
For the year ended 31st August 2021

	£	£
<u>Receipts</u>		
Fee Income	12,732	
Swindon Borough Council Funding	76,478	
Donations	437	
Admissions	118	
Uniforms	19	
Swindon Borough Council Grant	0	
Parish Grant	0	
Other Funding	1,811	
Bank Interest	<u>1</u>	
Total Receipts		91,596
<u>Less: Payments</u>		
Rent	8,065	
Wages - Including Tax/Ni	77,288	
Pensions	2,946	
Accountancy & Payroll	590	
Uniforms/Onesies	137	
Equipment	2,504	
Snacks	534	
Craft Supplies	413	
Health & Safety	1,075	
Administration	3,018	
Insurance	260	
Early Years	682	
Software - Family App	1,699	
Other Expenses	<u>681</u>	
Total Payments		<u>99,892</u>
Net of Receipts(Payments)		<u><u>-8,296</u></u>
Cash Funds last year end		36,792
Net Receipts(Payments)		<u><u>-8,296</u></u>
Cash Funds this year end		28,496
Represented by:		
Bank Account No 1		8,028
Bank Account No 2		0
Bank Account No 3		<u>20,468</u>
		<u>28,496</u>

Approved by: _____

Position: _____

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