

Clockhouse Preschool Playgroup CIO AGM Minutes



**Clockhouse
Preschool**
Learning through play

Date	20/09/2024	<u>Committee Members</u>
Time	6.30pm	Allison Pendergast (Chair)
Location	37 Cedars Road, Beckenham, Kent BR3 4JG	Marie Read (Treasurer)
Present	Rosie White (Minutes) Allison Pendergast (Chair) Sarah Campbell Marie Read Graham McLeod	Rosie White Sarah Campbell Michael Gallagher Graham McLeod Craig Dallender
Apologies	Craig Dallender Michael Gallagher	

	Action
Declarations of Interest There were declarations of interest from: <ul style="list-style-type: none"> - Allison Pendergast who remains the manager at Ladybird Nursery & a covid recovery group mentor. - Graham McLeod who remains a member of the Church Council in Beckenham Methodist Church - Marie Read who remains a governor at James Dixon Primary School Rosie White and Sarah Campbell are employees of Clockhouse Preschool	
Minutes of the last meeting These were deemed to be an accurate record of proceedings by those present	
Matters arising from the last meeting.	
CIO Transfer Update Following our registration with Ofsted in June, the following has been updated to the new registration <ul style="list-style-type: none"> • Insurance • Banking • HMRC • LA information and funding payments • Tax Free Childcare payments • Staff have been made aware of the transfer • Parents have been informed of the transfer 	
Manager's report The manager reported that; We continue to be very busy, carrying out home visits and settling sessions and getting used to the longer hours that we are open. We have far few children with SEN, 1 with an EHCP, one in assessment stage and 1 other who has been referred to the local authority SEN team.	

Clockhouse Preschool Playgroup CIO 2799543
Learning through play since 1990



Clockhouse Preschool

Learning through play

We still have spaces in our 12-3pm and 3-6pm session and are only offering these to new children.

We have begun to open on a Tuesday, Wednesday and Thursday from 3-6pm and have 5/5/6 children attending these sessions, with two members of staff. These sessions are making approximately a £30 loss per week, but this will be mitigated by just one more child attending.

Our Friday afternoon sessions have increased to 16 (from 14) children so has plenty of spaces available.

We have 41 children on roll (2 fewer than last meeting) as lots left us for school and lots joined us in September.

32 children are funded - 21 children are 3 or 4 years old and all are funded.

20 children are 2 years old and of these 11 are funded (was 7 last term)

We currently have 11 (was 20) children who speak English as an additional language, several of whom speak no English elsewhere in their lives.

We have no children subject to a child in need/child protection plans

We are fully staffed, including a new apprentice Aleksy who joined us this week.

Treasurer's report

Marie Read tabled the latest accounts showing the holding in the bank along with the income and expenditure for the year to date.

The meeting closed at 8.40

Clockhouse Preschool Playgroup CIO 2799543

Learning through play since 1990

www.clockhousepreschool.org

Charity No: 1204785

Methodist Church Hall, Clockhouse Road, Beckenham, BR3 4JP

T: 020 8663 6149

e: admin@clockhousepreschool.org

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1					from 11 July 2024			to 31 August 2024			totals				
2															
3		Balance b/f			59,815.88			41,323.89					Balance b/f		
4		Income											Income		
5		Fees /funds			£614.00			£1,307.00			£1,921.00		Fees /funds		
6		Events											Events		
7		Funds Borough - General						£1,395.00			£1,395.00		Funds Borough - General		
8		Grant from HMRC											Grant from HMRC		
9		Grant/Bursary											Grant/Bursary		
10		Refunds											Refunds		
11		Bank Interest											Bank Interest		
12		Total income for month			£614.00			£2,702.00			£3,316.00		Total income for month		
13															
14		Expenditure											Expenditure		
15		x Admin			£40.00			£5.00			£45.00		x Admin		
16		xAd Marketing											xAd Marketing		
17		DBS checks											DBS checks		
18		xEquipment			£15.30						£15.30		xEquipment		
19		xFood			£174.15						£174.15		xFood		
20		xInsurance											xInsurance		
21		xOfsted											xOfsted		
22		xPension			£1,309.93			£1,309.93			£2,619.86		xPension		
23		xPhone & Post			£63.52			£63.52			£127.04		xPhone & Post		
24		xRent											xRent		
25		xResources											xResources		
26		xSunds			£112.75						£112.75		xSunds		
27		xTraining											xTraining		
28		xWebhost						£210.00			£210.00		xWebhost		
29		HMRC			£2,968.47						£2,968.47		HMRC		
30		Wages net			£14,271.87			£14,501.74			£28,773.61		Wages net		
31		x Bonus			£100.00						£100.00		x Bonus		
32		Xhours Admin. Etc											Xhours Admin. Etc		
33		used Grant - training											used Grant - training		
34		refund paid			£50.00						£50.00		refund paid		
35		Total Expenditure - month			£19,105.99			£16,090.19			£35,196.18		Total Expenditure - month		
36															
37		Ledger balance			£41,323.89			£27,935.70					Ledger balance		

Clockhouse Pre School

Methodist Church

Clock House Road

Beckenham

BR3 4JP

Attention Marie Read

Financial year 2023 to 2024

Clockhouse Preschool Playgroup & Clockhouse Preschool Playgroup CIO

To confirm that I have carried out a random standard audit of the group's activities on 19/09/2024 for the above year and found them to be a true and accurate report

A A Houston

4 Embassy Gardens

Beckenham

Kent

BR3 1HE

Signed

A handwritten signature in black ink, appearing to read 'A A Houston', written in a cursive style.