

MINUS FIVE PRESCHOOL
MINUTES OF AGM 26TH JUNE 2025

Present : Karen Webster – Chairperson

Shiobon Reed – Preschool Manager/Trustee

Debbie Swindley – Deputy Preschool Manager

Hannah Street – Parent

Shaun Street – Parent

Ellie Constable – Parent

Adam Constable – Parent

Gill Parry – Preschool Admin Manager

Apologies for Absence : Lisa Firth – Secretary

Steph Cox – Trustee

Anna Parry – Parent

Maria Franklin – Staff

The meeting was due to start at 6.30pm. However, as there were not enough trustees present, we waited until 7.30pm, as per our constitution, and it was decided that those committee members present would now constitute a quorum and the AGM would go ahead.

Matters Arising from the Minutes

There were no matters arising from previous Minutes.

Financial Report

The accounts for the academic year 2023/24 were agreed by Shiobon Reed and seconded by Hannah Street.

Manager's Report

Shiobon reported that during the year 23/24 Debbie completed her Level 3 qualification. Claire completed Makaton Level 1 and Cath completed Makaton Levels 1 and 2. Debbie took on the role for safeguarding of Designated Teacher. Debbie spoke to someone from the council regarding having a section of the park purely for the preschool to use. This is still an ongoing conversation with the council. Shiobon reported that some of the Pupil Premium grant we receive on behalf of some of the less advantaged children, was used to purchase wellies and salopettes for all the children. We have quite a number of children who live in flats and for whom accessing outdoor play is particularly important. Inflatable hoppers were also purchased to add to our physical play. In April 2024 the working parent entitlement began to be rolled out to certain children, which meant that more children were entitled to more funded hours paid for by the government. Shiobon reported that it had been a very busy year, and everything was working well.

Chairperson's report

Karen thanked the staff for their continued hard work. She is keen for us to bring the AGM back into the Autumn term, and stated that she would like the accounts for the year 24/25 to be completed by mid-September, sent to the accountants, with a view to holding the next AGM in November. Karen urged new parents to share any ideas they have for fundraising. Ellie then explained that her job is fundraising for the children's hospice Shooting Star, so it will be great to hear any ideas she may have!

Election of Officers

Chairperson – Karen Webster was nominated by Shiobon Reed and seconded by Hannah Street.

Treasurer – Lisa Firth was nominated by Gill Parry and seconded by Karen Webster.

Secretary – this role is currently vacant but Gill Parry has agreed to do any admin required until a trustee is appointed.

Trustee - Shiobon Reed was nominated by Karen Webster and seconded by Ellie Constable.

New Trustees – Ellie Constable was nominated by Shiobon Reed and seconded by Debbie Swindley.

Anna Parry was nominated by Debbie Swindley and seconded by Ellie Constable.

Adam Constable was nominated by Shiobon Reed and seconded by Ellie Constable.

Any Other Business

Fees – this year the consumables charge has been changed from a standard amount charged to every child, to a rate charged per session. This was deemed a fairer system as some children only attend 2 sessions per week whilst others attend 8/9. The current charge is 70p per session, which was currently bringing in very slightly less than the old system. It was therefore agreed that from September the amount would increase to 90p per session.

As there are so few fee payers now, it was decided to leave the fees at £7.50 per hour.

There being no other business the meeting ended at 8.15pm.

FIXED ASSETS		
Property, plant and equipment	194	31.8.24
	£	£
	360	31.8.23
CURRENT ASSETS		
Cash at bank and in hand	37,989	29,935
CREDITORS		
Amounts falling due within one year	-	(5,101)
NET CURRENT ASSETS		
	37,989	24,834
TOTAL ASSETS LESS CURRENT LIABILITIES		
	38,183	25,194
RESERVES		
Accumulated fund	25,194	16,420
Surplus / (Deficit)	12,989	8,774
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Financial Statements for the Year Ended 31 August 2024
for
Minus 5 Pre-School

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Income and Expenditure Account
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