

Hodnet Pre-School Playgroup

AGM minutes: 20 October 2022, 7.30pm

Present: Emelye Benbow, Lilly Bratton, Vicki Cadwell, Cindy Ingham, Amy Donnelly,
Emma Hadden, Laura Cashmore, Catherine Kerr, Lisa Murphy,
Emma Noden, Kiren Owens, Ashleigh Pennill, Allison Whittle

Apologies: Sarah Jones, Gemma Faulkner

Distribution: As above

Agenda	Action
1. Minutes from last AGM <ul style="list-style-type: none"> Last year's minutes were signed off as a true and correct record. 	
2. Chair's report <ul style="list-style-type: none"> Emma Noden read the Chair's report, which provided an overview of activities and events that had taken place in the previous year. Thanks were given to the staff for their hard work and dedication and to the committee and parents for their support. The report also reflected on a number of successful events which took place throughout the year, as life gradually returned to normal following the restrictions of the Covid pandemic. 	
3. Treasurer's report <ul style="list-style-type: none"> Vicki Cadwell read the Treasurer's report and noted that pre-school is recovering from the impact of the Covid pandemic and has made a profit for the first time in two years. The bank accounts as of 20/10/22 were: <ul style="list-style-type: none"> Savings account £103,943.74 Current account £13,183.72 It was confirmed that statements are now being sent to Lilly Bratton as Treasurer. Signatories on the account to be checked and confirmed. Vicki Cadwell to look into switching the bonus account to one paying a higher rate of interest and broadband to a new supplier offering a better deal than that currently provided by BT. 	V. Cadwell
4. Supervisor's report <ul style="list-style-type: none"> Vicki Cadwell read the Supervisor's report and reflected on the past 12 months, thanking staff, Emma Noden, committee members and parents for 	

<p>their support.</p> <ul style="list-style-type: none"> • Highlights included the first full year of using the Family app, which is proving to be a great tool for recording children's learning and progress and keeping parents informed. • Nine children left at the end of the summer to start reception the following term. There were eight new starters in September, with seven more due to start after Christmas/Easter. 	
<p>5. Adoption of the Constitution</p> <ul style="list-style-type: none"> • Chair: Emma Noden, nominated by Lilly Bratton, seconded by Catherine Kerr. • Vice Chair: Emma Hadden, nominated by Emma Noden, seconded by Catherine Kerr. • Treasurer: Lilly Bratton, nominated by Emma Noden, seconded by Catherine Kerr. • Secretary: Catherine Kerr, nominated by Emma Noden, seconded by Vicki Cadwell. • Committee Member 1: Gemma Faulkner, nominated by Emma Noden, seconded by Catherine Kerr. • Committee Member 2: Kiren Owens, nominated by Emma Noden, seconded by Catherine Kerr. • Committee Member 3: Emelye Benbow, nominated by Emma Noden, seconded by Catherine Kerr. • Committee Member 4: Lisa Murphy, nominated by Emma Noden, seconded by Catherine Kerr. • Committee Member 5: Ashleigh Pennil, nominated by Emma Noden, seconded by Catherine Kerr. • It was noted that Gemma Faulkner is already Ofsted registered. Emma Noden to chase Ofsted regarding registration for Kiren Owens, as paperwork was previously submitted but no confirmation was received. Additional committee members to complete registrations as required. 	E. Noden
<p>6. Suitability Declaration</p> <ul style="list-style-type: none"> • All committee members and staff signed the suitability declaration form. 	
<p>7. AOB</p> <ul style="list-style-type: none"> • Pre-school is on the constitution for the old school building located in the village. This building is not used by pre-school, which does not appear on the deeds. The committee therefore collectively agreed that pre-school should be written off the constitution. • E. Noden to draft letter officially requesting the removal of pre-school from the constitution. It was noted that any funds arising as a result will be allocated to the Early Years Alliance. 	E. Noden
<p>8. Date of next AGM</p> <ul style="list-style-type: none"> • Next AGM to take place on Thursday 19th October 2023, 7.30pm at pre-school. 	
AGM concluded 8.30pm	

Chairman's report 2022

I start this years report as I have done in the previous two years, thanking the committee and parents for all they have done this year. Whether this has been responding to emails or simply reminding me of something I have forgotten!

Last year I had hoped that it would be the last time I wrote that the year had been very tricky as a result of the on going issues associated with the Covid pandemic. Although we had no shut downs due to the pandemic it did ensure that the year was not trouble free or an easy time. I sincerely hope that this is the last time that I have to report on the year being influenced and impacted by Covid. I can luckily also say that we have been able to rely on our pre school to continue with high levels of care for our children.

At the end of October we said goodbye to a long standing member of staff Ellie as she moved to a nursery closer to her new home. We said "good bye" and "thank you" to her at a wonderful end of half term "harvest dance" spectacular at the pre school.

This year in terms of the committee events we have been lucky to be involved in a number of events. In 2021 the annual bonfire night at the School took place once again, this year the event was ticketed and also there were less people on site. We sold popcorn once again but we didn't make as much profit as we had in the past.

Christmas events were paired back again last year, we were lucky that the children continued to enjoy the parties in the pre school setting and that they were able to have a visit from Father Christmas, who was fab, thank you to Dave Cadwell.

The wreath making night was really well organised by Vicki, she has really taken this on and ran with it and made it into a very successful fund raising event. More importantly it is an excellent community event in the run up to Christmas. Thank you to Vicki for all her hard work in organising this event.

At the very beginning of December we had a lovely morning out to the theatre in Crewe to watch "DEAR SANTA", this was a wonderful experience for the children and a thoroughly enjoyable trip. This also happened to be the beginning of Amy's employment with us. She was a successful applicant after a story telling activity and formal interview. This was a new experience for me being involved in recruitment!

We attended a small Christmas fair held at Hodnet Hall gardens, in front of the tea rooms. We had put together a few games, the most popular being the lucky dip.

There sadly was no committee/parents meal this year again, we had planned to hold on in January but with Covid numbers rising we just didn't seem to manage to get this organised!

The Spring term is a relatively quiet term with regards to the committees activities, the staff ensured that this term was enjoyable and engaging for the children and it remained calm despite the on going Covid trial and tribulations, especially straight after Christmas. At the end of the term we all enjoyed the visit to Hodnet Hall gardens and a treasure hunt around the gardens once again.

Summer term crept upon us all again and the children enjoyed lots of time outdoors, highlights for the children must have been the performance of the "Queens jubilee" song that our staff so cleverly wrote and helped the children to perform. This song was amazing and helped the children remember key facts about Queen Elizabeth. The Jubilee party was a wonderful event and parents and grandparents enjoyed being able to attend something at the setting again. We are also thankful to Emma Haddon who helped to put on her "Pop up play town" in the Lyon Hall in order to raise money for Pre School. The pre school staff used some of the money to buy some new role play activities for the children. They also enjoyed, as they do every year, the water fun time outdoors, specially in the very hot spells. To mark the end of the year we once again went on a walk around Hodnet Hall Gardens, ending in a presentation for the leavers. This year was the lowest number I have known with only 9 children moving on to Reception class.

This year I am glad to be able to talk about more events and activities than I have for the last two years. However once again I thank the staff for helping our children deal so fantastic with the troubles that our world continued to encounter.

Finally I would like to give a heart felt thanks to our dedicated and fantastic staff. They continue to ensure that our children are well cared for, nurtured and guided through learning about the world each and every day.

Finally I would like to thank our staff who continue to make each day at pre school a thourougky enjoyable day where our children are safe, nurtured, educated and cared for. We see children start their pre school jouney often as shy children whom leave pre school with oddles of confidence. I know that the children who leave miss their teachers "over the fence" and often talk about their expereicnes at pre school. I know that we are very lucky to have this team of ladies take care of our children day in and day out. The often give us as parents valuable advice and have over a tough year been as ever complete super stars.

Treasurer report 2022

Delighted to report a year when we have made a profit to add to the funds for the new building/revamp and the accounts have been verified - £10,845

We are still in a very healthy position in terms of our bank balance

Bonus account £103,953.74

Current £13,183.72 (as of 20/10/22)

As I said last year it would be really would be beneficial to think about investing the money in the bonus account to give a better rate of interest –

Looking to the future we are thinking about revamping/replacing the building – the bonus account will fund this

The Charity Commission will accept 3 years of operating costs in reserve

The bank is now sending the statements to LB as the treasurer - confirm who are the signatories

jobs for 2022/2023

sort a better interest on the bonus account - I will need help for this as I am not a signatory

change BT internet as too expensive

Supervisor's report 2022

Thank to everyone for coming

Fingers crossed an almost normal year - just like all you relatively new mums, we can tick the box to say all the staff have had Covid over the year and luckily it hasn't affected us too much and the really old ones even have had their extra booster

We had 9 leavers in July and 8 news starters in September with 7 more in the pipeline after Christmas/Easter.

It's the first full year of Family.... it is proving to be a great tool for us AND parents - Ofsted will actively avoid looking at any evidence of learning now so we officially we do not need to have any records but we feel it's the best way of keeping a record of the children's learning and progress and also keeping in touch with parents.

As always a big thank you to all the parents for their support with snacks and trusting us with their precious children. A massive thank you to Emma and all the committee for their support.

And obviously as ever, the biggest thank you goes to Cindy, Allison and Amy. Amy joined us December last year as Ellie moved on to pastures new and as with us all the word Ofsted makes us shiver to the bone but we keep reminding ourselves of the 3 I's and safeguarding quizzes.

Hodnet Preschool Playgroup

Statement of Funds

As At 31st August 2022

Bank Current account balance as at 31.8.21	32,525
Bonus Saver Account Balance as at 31.8.21	80,432

Add	Income For The Year	72,152
Less	Expenses for the Year	(61,307)
		<u>112,957</u>

123,802

Represented by

Bank Current account balance as at 31.8.22	43,333
Bonus Saver Account Balance as at 31.8.22	80,470

123,802

04-Oct-2022

V. Adams

For The Year Ended 31st August 2022

INCOME		EXPENDITURE	
2022	2021	2022	2021

Shropshire County Council Fees	47,286	35,072	Wages and PAYE	48,676	44,527
Parents Fees	22,996	13,225	Rent	3,200	3,200
Wreath Money	760	240	Pension Scheme	1,792	1,451
Free School Meals	420	-	Accountancy	1,083	1,078
Theatre Trip	265	-	Telephone	958	689
Fundraising	249	-	Theatre Trip Cost	820	-
Raffle For Brick/Skip Purchase	87	-	Equipment	664	1,270
Bonfire Night	40	-	PLA Insurance	648	629
Bank Interest	38	8	Cleaning	629	526
Christmas Fayre	11	-	Free School Meal Vouchers	420	425
JRS Grant (Furlough)	-	2,684	Training	295	356
Shropshire Council	-	180	Uniform	278	261
Tempest Photo Commission	-	57	Repairs and renewals	271	189
Sundry 15/10/20	-	16	Postage and Stationery	269	173

Wages and PAYE	44,527	3,200	1,792	1,083	958	820	664	629	526	425	356	261	189	173	141	94	192	125	48	110	56	54	50	35	35	18	15	14	8	-	600	300	45	30	14
Rent		3,200	1,792	1,083	958	820	664	629	526	425	356	261	189	173	141	94	192	125	48	110	56	54	50	35	35	18	15	14	8	-	600	300	45	30	14
Pension Scheme			1,792	1,083	958	820	664	629	526	425	356	261	189	173	141	94	192	125	48	110	56	54	50	35	35	18	15	14	8	-	600	300	45	30	14
Accountancy				1,083	958	820	664	629	526	425	356	261	189	173	141	94	192	125	48	110	56	54	50	35	35	18	15	14	8	-	600	300	45	30	14
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PLA Insurance								629	526	425	356	261	189	173	141	94	192	125	48	110	56	54	50	35	35	18	15	14	8	-	600	300	45	30	14
Cleaning									526	425	356	261	189	173	141	94	192	125	48	110	56	54	50	35	35	18	15	14	8	-	600	300	45	30	14
Free School Meal Vouchers										425	356	261	189	173	141	94	192	125	48	110	56	54	50	35	35	18	15	14	8	-	600	300	45	30	14
Training											356	261	189	173	141	94	192	125	48	110	56	54	50	35	35	18	15	14	8	-	600	300	45	30	14
Uniform												261	189	173	141	94	192	125	48	110	56	54	50	35	35	18	15	14	8	-	600	300	45	30	14
Repairs and renewals													189	173	141	94	192	125	48	110	56	54	50	35	35	18	15	14	8	-	600	300	45	30	14
Postage and Stationery														173	141	94	192	125	48	110	56	54	50	35	35	18	15	14	8	-	600	300	45	30	14
Wreath Making Materials															141	94	192	125	48	110	56	54	50	35	35	18	15	14	8	-	600	300	45	30	14
Social Expenses																94	192	125	48	110	56	54	50	35	35	18	15	14	8	-	600	300	45	30	14
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DBS Refund																			48	110	56	54	50	35	35	18	15	14	8	-	600	300	45	30	14
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Mugs																					56	54	50	35	35	18	15	14	8	-	600	300	45	30	14
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PPE																														-	600	300	45	30	14
Morrisons 2 Schoolboxes																														-	600	300	45	30	14
Sweeties For Bake Sale																														-	600	300	45	30	14

72,152	51,481
61,307	56,702

04 Oct 2022

NGO

Hodnet Preschool Playgroup

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NGC 6090

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