

Preschool AGM - North Nibley Village Hall

@6PM Sunday 8/09/2024

Chair opened meeting

Welcome and Apologises

Vicki Mews

Sarah Thum-Bonanno

Emily Searle

Donna Findlay

Julie Dyer

Cat Malins

Jessie Marsh

Cassie Hannis

Apologises – Fran Walton

A.G.M minutes for September 2023 were approved.

Setting Support Officer Report

Julie would like to thank the committee for supporting when they can. A personal thanks from Julie to Fran who has been on the committee for many years now and has been loyal and put much effort into preschool particularly when she was treasurer for 2 years. She has been of great support to Julie and her ever-evolving role. Julie will miss her and both of her children. Thanks to Jess and Cassie for the help they have given, thanks to Donna for ratifying many policies. Thanks to Cat for working many hours and helping with recruitment and being supportive.

STAFFING

A huge thanks to every member of staff for working hard all throughout the year. It's a well-oiled machine and everyone is needed to make preschool work as well as it does. We are lucky to be keeping Paris on for another year's contract. Her hours are remaining at 16 per week and her days currently are Monday mornings, all day Wednesday and 11.30 – 4 on Fridays.

Becky remains with a contract addendum and still has Mondays off and Catherine the same with leaving at 13.30 hours on Fridays.

Elaine, Rita and Julie contracted hours remains the same. Although for Julie and Rita hours they are frequently gone over. Rita averaging 3-4 hours extra on busy months and Julie can frequently work on average 12-15 hours per week.

Kirsty for several reasons decided after 8 years it was time to resign from Preschool. It was a difficult decision for her, but all things considered she felt it was the right thing to do. We will miss her and her vast amount of knowledge. A loss for preschool but she has done a thorough handover. Kirsty now has a bank contract so if our new administrator needs some guidance, Kirsty can help and be paid for her hours.

In July our new administrator, Amber Idles started. Amber has a lot to learn but I feel confident that she will do an excellent job. We are all here to help Amber during her settling in period.

We changed some of the role of administrator and Amber's hours will be 4 per week to be worked over 39 weeks of the year. It is not a term time only contract. I have taken on some of those duties and so has Rita.

Catherine and Paris are both given one hour a week admin time and Elaine and Becky have two hours each per week. More time is given if needed.

FUNDRAISING

Christmas raffle - £715.24

Music Festival - £321.39

2 x Quiz nights totalling £716.12.

Photographer £40.00

School Fundraising Project £66.00

School Christmas Fair £23.00

Easter Raffle £47.00

Spring Fair £13.97

Bar £160.00

Total £2168.72

Small lottery registration already completed for this year.

Christmas Raffle tickets will be ordered soon, and prizes organised. (Committee needed to gain prizes)

Have enrolled on the school Fundraising project.

Photographer booked for May.

Silent Disco booked for September 28th (more tickets need to be sold).

Quiz night to be held in November & April.

GRANTS

Julie applied for two grants in 23/24 of which were both successful.

Music Festival £250.00

Parish Council £200.00

Thank you, letters were sent.

Donation received for £375.00 from village resident.

STAFF TRAINING

All training is up to date. Mandatory training for this year has been complete already. No further training required at present. Most of our courses are through PATA or Gloucestershire County Council.

Julie successfully passed my introduction to counselling course.

Julie will enrol on the next level course which will start in February 2024.

Becky is booked on Peadeatric first aid (2 days) during September. Elaine will need to do the course in February.

All 4 Early Years staff enrolled and completed courses ran by PATA to aid CPD during 23/24.

STAFF WELL BEING

This will continue and new dates will be booked for October onwards. Julie feels this is a valuable asset to preschool and its staff.

WEBSITE & FACEBOOK

Amber will now look after the website. Julie will continue to update the Facebook page. 148 likes and 156 followers.

POLICIES

Throughout the year policies have been written or updated. Thanks to Donna for ratifying many policies. We currently have 52 policies.

This year we have bought:

New sign for village hall wall

Display advert with stand.

Outdoor play equipment

Ipad with keyboard

Books

Craft

Tech toys

Sensory toys

We have paid for:

Children's entertainer for leavers party and gifts for all leavers.

Staff gifts given at Christmas and end of the year.

50th Birthday party with entertainer and cakes from T&Cakes.

Julie has booked the meeting room for admin time for the year ahead. The Early Years team have 3 meetings a year to plan. This year we have cut it from half termly as the staff communicate daily. EY staff, Julie and Kirsty met once every term but have decided that we no longer need that as Julie met with staff twice a week and we discuss immediate issues and plan ahead all the time. This will help cut costs but we feel it is not detrimental to communication and planning.

Inset days have been set by the committee for the year ahead.

We have one regular volunteer, Penny. Big thanks to Penny for all of her help.

We ended the academic year with 22 children on roll.

Children have been having settling in sessions since we opened again, and we have had some enquires.

Good relationships continue with the primary school and village hall.

Positive feedback on survey conducted in January 2024. A new one will be released during January 2025.

A very positive end to the academic year 2024 and a great start to 24/25.

Treasurer Report

Since 2-year funding has come in it has increased the income for preschool.

Net balance £21,838.24

End of year accounts:

Current account £37,219.11

Reserves account £51,77.12

Income £97,093.82

Expenditure £75,255.58

£20,000 moved across to the reserves account

From September we are accepting all ages of funding - 2-year funding and 3-year funding

Looking at forecasting for the next financial year we will comfortably be able to increase wages in line with government figures.

Committee Step Down

Jessie Marsh – Chair

Cassie Hannis – Secretary

Emily Searle – General committee Member

Donna Findlay – General Committee member

Cat Malins – Treasurer

Julie Dyer – General Committee member

Fran Walton – General Committee member

Election of New Committee

Donna Findlay - Chair - Jessie 1st, Julie 2nd

Sarah Thumb-Bonanno – Secretary - Cat 1ST, Vicki 2nd

Cat Malins – Treasurer - Julie 1st, Donna 2nd

Vicki Mews – General Committee Member - Jessie 1st, Cat 2nd

Jessie Marsh – General Committee Member - Cat 1st, Sarah 2nd

Julie Dyer – General Committee Member - Sarah 1st, Vicki 2nd

Anything other Business (AOB)

New meeting days Wednesdays @19:30

Date of Next AGM

Sunday 7th 2025 @8pm in the village hall

Date of Meeting with Newly Elected Committee

Wednesday 18th September @19.30 hours