

AGM
NEW MILLSIDE PRE-SCHOOL COMMITTEE
WEDNESDAY 15th OCTOBER 2014

PRESENT: Joanna Ahsan-Farrer, Tracey Campkin, Alex Coope, Paula Higgins, Louise Lawford, Gemma Shepherd, Dan Thomas
Karen Barnes, Sandy Booker, Ella Brockwell, Mel Elliott, Gilly Hill, Jacky Hobbs, Nicola Preskett, Nazia Shaheen, Pauline Smith
Kate Newns, Tammy Saw

APOLOGIES: Janine Daniel, Penny Fletcher, Nicola Glasson, Charlotte Hart, Dannii Herbert, Nancy Keen, Caroline Kitchen, Mona Pritchard, Solveig Rosenwink

1. Apologies - As above
2. Minutes of previous AGM agreed
3. Chairs report – copy attached
4. Manager’s report – copy attached
5. Vote of thanks to outgoing officers
6. Nomination & election of new committee;

Chair

Vice

Treasurer

FR Officer

Louise Lawford

Shamim Ahsan-Farrer

Becky Bond

Tracey Campkin

Alex Coope

Hannah Martinig

Kate Newns

Gemma Shepherd

Dan Thomas

Linda Wroe

7. Any Other Business – None

Chairman's Report

Hello all and welcome to new Millside preschool, apologies but I'm not much of a public speaker so have written a few words to read out.

Ann started off the year as chairperson, unfortunately she had to step down in February due to personal reasons, when I stepped into the role it was on the understanding it would be a short term arrangement due to my daughter leaving the preschool in July. I have now started my own studies with a desire of becoming a TA. I have enjoyed working with all the staff and the rest of the committee team, being in the role has helped me with my now chosen career path, it's been a huge learning experience and I have made some strong friendships. My daughter melody has benefited from attending NMPS and is now flourishing at school.

It's only natural that when your children move through preschool onto their next chapter that the parents do also and therefore committee members normally change every couple of years and would encourage parents to do so, apart from Lou of course as she is an exception. You would have all received details of the committee roles within your starter packs, New Millside Preschool relies on the support of a good committee, if you feel you are the right person for a committee role then please complete the nomination form

I would like to take this opportunity to thank all the staff for their dedicated hard work, and for the committee team who are generous with their support. This is where I will pass you over to Lou.

Thankyou .

Financial Year Summary Report Aug 2013 - July 2014

Costs this year have been up and down on prior's years, which have required detailed analysis each month to understand the reasoning of these costs, to which I have then reported back to the rest of the committee and preschool management.

Please find below details of top lines, with detail of variances:

Total income for this year £144.3k, being £17k more than we anticipated when budgeting, v £128.4k of last year. Our funding is in main from Bucks CC along with direct funding from parents/carers for the under 3's and for lunch clubs.

Expenditure:

Staff Costs

£10k over budget, total costs being £127.5k for the year, v £110k of last year.

Key reasons for these variances have been due to new staffing and extra staffing hours, to maintain staff to child ratio's, necessary extra hours for completion of paperwork for all staff who are keyworkers for children. Training costs, developing staff and keeping essential training up to date, all staff have renewed their first aid certificates. All training costs impact extra payroll costs either for overtime or covering hours.

Other expenditure

Total costs for this years was £23.5k v last year's costs of £17.2k

Key reasons for the extra expenditure this year is due the following:

One extra quarters rent payment, this actually relates to last year's rental but due to late invoicing from the council it hit this year's accounts and cash flow.

Extra training costs, first Aid for all staff and a payment made relating to a training programme for this year (2014/2015), which we needed to prepay for back in July to secure the placement.

Equipment and educational aids for children with learning disabilities/special needs, privacy glass, new notice board, and increase to the reserves account in accordance to staff birthdays, and length of service.

Overall

The majority of these over spends are one off costs to the years accounts, and will not need to be repeated year on year.

We are proud to be offering a wealth of opportunity and array of equipment for the children without excessive expenditure.

Account Balances

Maintaining a healthy balance in current account, £3,978

Reserve account balance of £17,684 - which covers us for losses in the event of sudden closure including lease fees, redundancy and unexpected charges.

Fundraising account £2,100

Our fundraising account is built with incoming cash from a variety of sources and includes donations, cash back from the preschool photographer Veronica, as well as money raised via our specific fundraising events such as raffles and our ever popular summer fayre which this year raised over £500, being £200 more than last year.

Jacky approached Bucks County Council earlier in the year and with a fantastic pitch, the preschool was awarded funding to take all the preschool children with staff and carers to Mead Open Farm in July.

The voluntary termly donations continues to be a success and helps greatly towards of cost of everyday essentials. Without our fundraising account we are unable to offer the special events and treats we hold throughout the year to entertain the children, which this year included a magic show with Magician Dean Maudsley, who went down a storm and our annual Christmas & Summer parties were a great success, plus visits from Zoolab amongst other activities, and we are looking forward to more fun, & exciting learning activities in the forthcoming year.

Pre-school Managers Report

Introduction of myself as manager, Mel as deputy and Karen as SENCO. Introduction of the rest of the team.

Together working in partnership with parents to care for children in a loving environment working within the framework of the EYFS

What children do at pre-school - make friends, learn to share, build relationships, develop skills, play, talk to each other and begin to be school ready.

For two year olds we look at prime areas, communication, language, physical skills and personal, social and emotional development. Once they are secure and settled we then start introducing the specific areas of the EYFS, literacy, mathematics, creative development and understanding the world.

Each child has a keyworker responsible for tracking their progress at pre-school and we review each child's file half termly to enable planning for the next half term, ensuring extra support is given if needed or more challenges are set for children progressing above expected levels.

As there have been many changes recently we have been focusing on settling the children and building strong relationships with parents and carers.

We have an open door policy and encourage parents to speak, so together we can support your children.

Moving forward, we will have a settled routine in pre-school and look forward to our Christmas preparations including our nativity and end of term party.