AGM, Wroughton Preschool Committee meeting minutes

Tuesday 8th October 2019, Preschool Hall.

Attendees; Emma Powell (Chair), Celeste King, Zena Warburton, Danniella Green, Heidi Fisher, Jenny Pring, Charlotte Dimbylow, Sarah Cahill (Treasurer), Steph Haden (Secretary),Naomi Hanks, Amy Neville. Amanda Matthews.

Apologise Sophie Lambert, Anne Pace, Aimee Assini, Katie Woodcock and Bethan Hill.

Welcome and Introduction

Emma Powell (The Chair), welcomed everyone and thanked them for attending. (Copies of last years’ minutes were available for everyone to read at the meeting).

Emma explained, what the committee does and how we run. The Preschool is a registered charity and is managed by a committee of voluntary parents and carers. If we didn’t have a complete committee the Preschool would have to close.

The committee needs to consist of 3 Officers, (The Chair, Treasurer and Secretary), and a minimum of 4 parents.

Wroughton Preschool has been a charitable foundation since the 1970’s, Governed by the early years statutory framework (EYFS).

The committee meets every 4-6 weeks to discuss fundraising events, and other issues concerning preschool.

Supervisors report

Preschool has seen a new management structure during this year, this is working really well. With huge benefit to the Preschool. The staffing team has been stable and given great consistency to the running of Preschool.

This year has also seen Celeste complete her level 3, and Danniella her level 2.

Numbers are positive going forward, we still have spaces currently but with new starters in the new year we will see an increase. The benefit of the quiet period is that the children have been able to go out with the staff for various activities.

Tracey Ham, has joined as bank staff, she’s previously had children who attended preschool, and has kindly been doing P.E with them once a week.

The church still want to carry out internal layout changes to the building, these will be completed in stages going forward.

Preschool is still in need of a new shed, going forward we need to raise funds for this. We are continuing to put in place the recommendations needed to receive outstanding with Ofsted and implement any changes needed following Ofsted’s new inspection framework. We continue to update the VSSR and development plans, these self-assessments and evaluations ensure that we continue to update and comply with statutory requirements.

Drama babes are coming into preschool in 6 weekly blocks currently, looking to change the days on which they come so as all the children get the opportunity to take part.

This next term sees us looking at Bonfire night, Winter, Dewali and Christmas. Preschool are also looking to go back to Roves Farm again this Christmas, as it was a success last year!

A big thank you to the parents for their continued support, washing towels, snack donations, all very much appreciated, and a warm welcome to the new committee members.

Treasurers report

As we are a charity, we are reliant on our Fundraising and some government funding, which means what we raise at our events throughout the year is very important in keeping preschool running.

Last year we raised approximately £2000, and spent approximately £200/£300 on our fundraising events.

2020 will see a further increase in wages (5-6%) and additional pension payments too.

Election of new members

Bethan Hill, Naomi Hanks, Amanda Matthews, Sophie Lambert, Amy Neville and Anne Pace have all kindly volunteered to join the committee. No objections were received from any of the attendees. All have been given guidelines for applying for DBS and completing an EY2 form as required by Ofsted.

Agreement to existing members staying on.

The committee agreed they were happy that, Emma Powell, Steph Haden and Sarah Cahill could remain in their positions on the committee.

Approval of previous AGM’s minutes

Agreed and approved.

AOB

None

Next meeting

Wednesday 6th November @ The White Hart, Wroughton. 7.30pm.