

ANNUAL GENERAL MEETING

Wednesday 10th Feb 2021
Hosted on Zoom 7:30pm

Meeting Minutes

1. Welcome

- Bev Dyer opened the AGM, welcomed and thanked everyone for coming.

2. Apologies for Absence

- Rebecca Lingley, Jody Clark, Laura, Maxine, Cathy.

3. Adoption of minutes from previous meeting

- Jade adopted and signed 2019 AGM minutes.

4. Attendance

- **Committee Members (Current)**

Janice South, Phyllis Woodiwiss, Andrea Buffey, Bev Dyer, Jade Oakes, Annabel Wood

- **Committee Members (New)**

Dan Hiskey, Laura Harvey, Leah Riley, Susie Goldsmith,

- **Staff**

Mildene- Susie Threadgold, Catherine Powis, Libby Willis, Ellie Douglas, Angela Fitzgerald, Claire Ross, Julie Read, Sandra Church, Karen Lewis

Baynards- Rebecca Hull, Adele Gwilliams, Lorraine Hall, Sharon, Louise

- **Parents/Friends**

Leigh Thomas, Sandy Ridpath

5. Re-election and nomination of committee members

- **Vice President**

Janice South

Proposed by: Jade Oakes

Seconded by: Susie Threadgold

Phyllis Woodiwiss

- **Chair**

Jade Oakes

Proposed by: Susie Threadgold

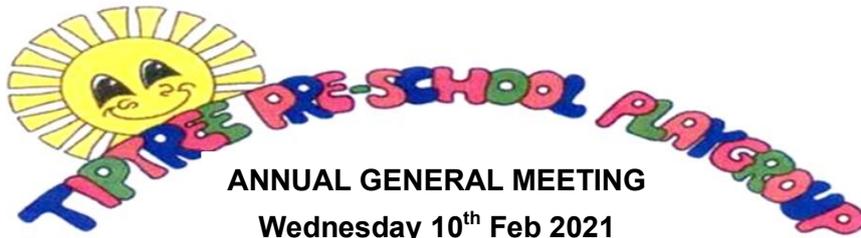
Seconded by: Rebecca Hull

- **Manager**

Bev Dyer

Proposed by: Annabel Wood

Seconded by: Julie Read



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- Secretary

Annabel Wood Proposed by: Jade Oakes Seconded by: Phyllis Woodiwiss

- Treasurer

Andrea Buffey Proposed by: Libby Willis Seconded by: Janice South

- Leads

Susie Threadgold Proposed by: Karen Lewis Seconded by: Libby Willis

Rebecca Hull Proposed by: Adele Seconded by: Lorraine Hall

- Re-election of Committee Members

NTR

- Election of New Committee Members

Dan Hiskey

Leah Riley

Sandy Ridpass

Laura Harvey

Susie Goldsmith

Proposed: Susie Threadgold

Second: Libby Willis

- Resignation of committee members

Leigh Whitaker

Claire Willsher

Michelle Gardiner

Keighley Bonneyhood

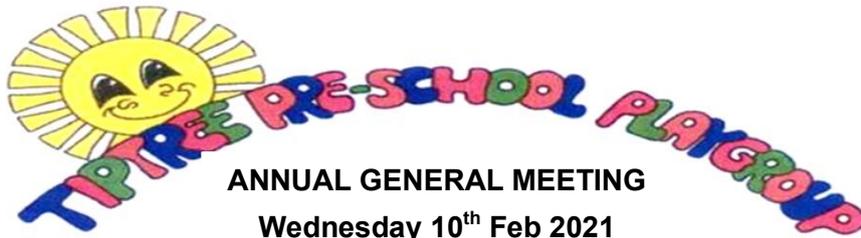
Kerry Scott

6. Chair Report

- See Jades report attached

7. Treasurers Report

- Fundraising this year has totalled £7500.
 - Manage to secure £10,000 covid grant.
 - Spent £2000 on training



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- Thank you to all the staff for all their patience and support in these difficult times.
- Will set a target of £8000 to fundraise this year.

- **Bank Signatories**

- **Current Account:** Andrea Buffey, Phyllis Woodiwiss,
- **Savings:** Andrea Buffey, Phyllis Woodiwiss, Janice South,

- Due to increased running costs, the Preschool will be increasing its hourly costs to £5.50 per hour as of April 2021.

8. Adoption of new policies

- All policies agreed and signed
- Copies have been printed and will be found at the settings or on the Preschool website.
- New policy for online learning journals. Proposed by: Susie Threadgold Second: Rebecca Hull
- New policy for persistent complainer. Proposed by: Susie Threadgold Second: Jade Oakes
- New policy extreme circumstances Proposed by: Susie Threadgold Second: Bev Dyer
- New policy Schedule of fees Proposed by: Jade Oakes Second: Phyllis Woodiwiss

9. AOB

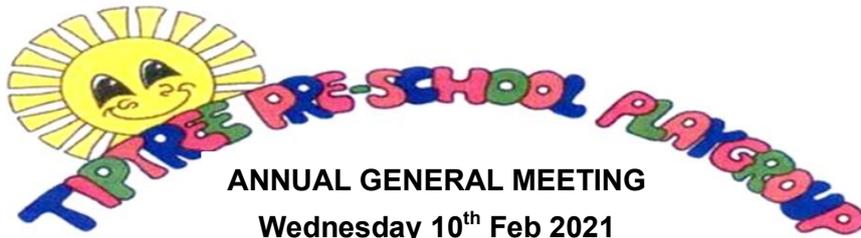
- Hoping to continue the Baynards garden project and complete it over Easter Holiday . We have had a few quotes for the work.

10. Safeguarding

- No child in need or under child protection this year at either setting.
- Could all committee members old and new, update themselves and re-read the safeguarding policies.

11. Upcoming Events

- Drawing the Valentines raffle tonight
- Will then launch our Mothers day raffle.
- Will then run the Easter Eggstravaganzer Raffle.
- Colouring competition for over half term.



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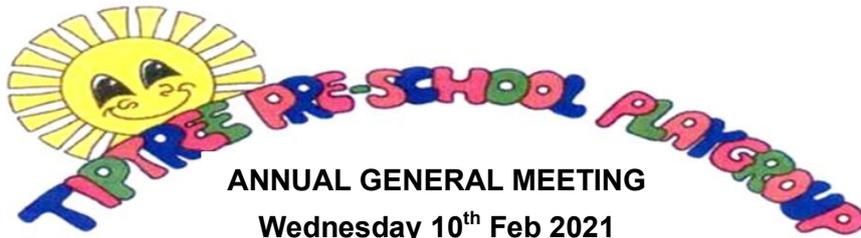
Date for next AGM Thursday 10th February 2022

SIGNED.....

Dated.....

Chairpersons report

Since the last AGM we have been very busy, we; • Have a new chairperson • closed our doors to the URC setting for the final time. Most staff still working for us • Have revamped the Milldene outdoor classroom with a sensory garden • Said goodbye to another happy cohort - luckily in person for most. • See you around to some staff • Said congratulations to Claire for completing her level 2 apprenticeship & Susie for her level 5 • Had a nursery impersonate us • Said welcome to many new families • Had a leadership restructure at both settings Carly stepped down now to cover staff. Kathy's cover staff, lost our coordinator • Changed our session hours at Baynards • Oh and navigated a little thing called COVID which allowed us the opportunity to gain a £10,000 grant In this last year we have been through all that and united as a single team in a way we have never done before. We have strengthened the structure, adapted to new needs at a pace than we have ever done before. In a time when multiple Preschools and nurseries are closing every week we have come out the other side. Our success of surviving is solely down to our amazing team and supportive parents. We should be so proud that we are open, stable and strong. I want to thank our practitioners and families for bearing with us and the tough decisions we had to make. Our amazing staff have been through so much this year; changes in team, management, working pattern, hours, pay, key children, moving to online journals, online videos and stories, the list goes on. If it wasn't for their support and love for the children we would not be here today. I want to thank you to Andrea and Bev who have followed the never ending government guidance with less than a moment's notice. It's not been a great year to be in their shoes but they have made it look easy, and are amazingly still smiling. Thank you to the rest of the committee for all your efforts. Whether it's been learning how to Zoom, taking endless minutes, coming up and organising new and fun ways to raise money or making those tough decisions, you have been awesome at it all. This year we have raised an amazing amount of money (i'll let Andrea give you that that good news) through our fundraising events such as the spooky sponsored walk, Dan's amazing cycle ride & run, magical letters from Santa and numerous raffles. Some of this has been through the crisp packet recycling scheme which has raised nearly £100 and has prevented over 16,000 packets going to landfill. Thank you to the ReCo store and David Russell opticians for helping us collect packets. A lot of the money raised this year



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has had to be spent on fairly boring but essential PPE and cleaning supplies despite kind parent donations, with remaining funds going on some toys and resources. Next year we must keep up the momentum with fundraising to make sure we can provide more for the children and most importantly stay open. I don't think it's publicised enough by the media that, as a charity early years provider, the money taken in fees and government funding barely covers running costs. Resources such as glitter, glue and games are all provided through fundraising and grants. So thank you and well done everyone. Next year may not be smooth sailing but it's going to be a lot easier. Our main plans are; ● We will be looking into the possibility of changing to a CIO structure which would remove liability for committee members and save on insurance costs. ● Extending our session hours at Baynards to provide the full 30 funded hours has proven very successful and we will be reviewing this post covid bubbles and possibly for Milldene also. ● We will also review the need and feasibility of opening a third site. ● Continue to recruit more committee members to share the load.