

Please find a copy of our audit figures for this year on your chair.

Income - As you can see our income is down from the previous year due to having fewer children. However the fundraising is up and I would like to thank all the staff, committee and parents who made this possible.

Expenditure – I'm sure most of you are aware there has been another rise in the National Minimum Wage and the committee has also agreed a wage increase this accounts for a rise in expenditure as it also pushes up the amount we have to pay to Inland Revenue. The staff have done a great job keeping expenditure to a minimum. The cost of living is continuing to rise, as are our other costs, including the first rise in our rent for many years and we would expect to see an increase in costs accordingly. This of course will have an impact on our bank balance, as you can see it is down on last year. £10000.00 was transferred to the deposit account as requested by the committee. This is used as a buffer for future wage increases and high expenditure.

The manager and staff continue to spend only where necessary but always with the children's needs in mind. Fundraising will go towards new bike sheds and a website.

We are a registered charity and therefore a non profit making organisation, everything goes back into the playgroup to fund your child's experience and learning.

The group offers online banking to any parents that would rather pay their fees direct, please ask for further details and be sure to put your child's name as the reference.

Many Thanks

Debbie Coombes

A handwritten signature in black ink, appearing to read 'Debbie Coombes', with a stylized flourish at the end.

Book Keeper

MUSCLIFFE COMMUNITY PLAYGROUP
INCOME AND EXPENDITURE 2022-2023

Income:	2022	2023
Deposits	£ 550.00	£ 500.00
Childcare Schemes	£ -	£ -
Cash Fees	£ 21,488.20	£ 25,662.22
Bournemouth Borough Council	£ 67,016.12	£ 54,792.38
Fundraising	£ 1,498.08	£ 2,026.09
Interest	£ 0.92	£ 40.17
Donation	£ -	£ -
Bank Charges repayed	£ -	£ -
SSP reclaimed	£ -	£ -
JRS grant	£ -	£ -
Total Income	£ 90,553.32	£ 83,020.86
Expenditure:		
Deposits Returned	£ 50.00	£ 100.00
Inland Revenue	£ 2,420.57	£ 3,834.07
Rent	£ 3,399.00	£ 3,029.00
Salaries	£ 65,143.58	£ 69,509.60
Equipment and Repairs	£ 1,086.87	£ 1,490.09
Insurance	£ 1,696.58	£ 881.36
Sundry Expenses	£ 534.44	£ 447.76
Groceries & Milk	£ 700.99	£ 682.56
Stationary & computing	£ 1,555.96	£ 1,438.19
Telephone	£ 190.00	£ 113.00
Bank Charges	£ 27.60	£ 55.00
Book Keeping	£ 4,900.00	£ 3,800.00
Donations	£ 52.25	£ 100.00
Course Fees	£ 75.00	£ 208.50
D.B.S	£ 305.13	£ 52.00
Pension	£ 1,926.22	£ 2,030.86
Ofsted	£ 50.00	£ 50.00
Data Protection	£ 40.00	£ 35.00
Audit Fee	£ 70.00	£ 70.00
PPE	£ -	£ -
Total Expenditure	£ 84,224.19	£ 87,926.99
Difference between Income & Expenditure	£ 6,329.13	-£ 4,906.13


Assets:

Cash Account	£ 550.04	£ 478.60
Bank Balance Account 1	£ 36,946.24	£ 22,744.28
Bank Balance Account 2	£ 10,309.35	£ 20,349.52
Float	£ 600.00	£ 600.00
Total Assets	£ 48,405.63	£ 44,172.40

I confirm that I have prepared and checked the above Income and Expenditure accounts from the books, records and information supplied to me to the best of my knowledge.


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Debbie Coombes


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Auditor Fay Arnold

**MUSCLIFF COMMUNITY PLAYGROUP ANNUAL GENERAL
MEETING THURSDAY 18TH MAY 2023**



WELCOME

AGM opened at 7.32pm by Maria Taylor.

PRESENT

Maria Taylor, Bev King, Cari Barter, Phoebe Carter, Katherine Senior, Sophie Hayward, Caron Evans, Jo Smallpiece, Louise Neal, Jill Burns, Michelle Miles, Alex Ring, Melissa Wright, Chelsea Lambert, Louise Cliffe.

APOLOGIES

Judy Wright, Helena Pottle, Laura Curtis, Dawn Peach, Jillian Kingsley, Jay Taylor, Kate Taylor.

MINUTES OF 2022 AGM

Were correct

Proposed by Cari Barter

Seconded by Maria Taylor

CHAIRPERSON'S REPORT (see enclosed sheet)

read by Maria Taylor.

On behalf of the committee, Bev King thanked Maria Taylor's work over the years and her commitment to the Pre school.

TREASURER'S REPORT

Read by Sophie Hayward (see enclosed sheet and finances sheet.)

SUPERVISOR'S SPEECH

read by Phoebe Carter (see enclosed sheet)

SELECTION OF OFFICERS

Maria is stepping down as Chairperson and Bev King is stepping up to Chairperson.

Proposed by Cari Barter

Seconded by Katherine Senior

Cari Barter is staying on as Vice chair.

Sophie Hayward is staying on as Treasurer

Katherine Senior is staying on as secretary

Judy Wright and Laura Curtis staying on as committee members.

Jay Taylor, Kate Taylor, Helena Pottle are leaving the committee.

Meeting closed at 7.50pm.

AGM – Muscliff Preschool 18th May 2023

Welcome

Good evening everyone and a warm welcome to you all. Thank you for taking the time to join us this evening for our AGM.

My name is Maria Taylor and I am the current chairperson for the committee.

Can every body see an agenda? Also there is an attendance sheet that needs to be signed by each of you, please ensure that you do this, thank you.

Muscliff preschool is a popular choice in our lovely community and has been since 1990. It provides a wonderful pre school experience for local children taking their first steps on the educational ladder.

Both my children attended this preschool and they had a fabulous time here.

I was a particularly fussy parent but as I've said to anyone who's ever asked me about the preschool, "every time I dropped them off, I felt as if I was leaving them with family. In fact the reason I joined the committee and eventually became chairperson was because I felt like I wanted to give back. I wanted to do more than just pay for a service. I wanted to help and support the staff in anyway I could.

I found the main way that myself and the committee could help was with fundraising. We have always relied heavily on the support of the community and our children's parents and their families to help us. Sadly in recent years, thanks to covid, we have seen a decrease in attendance to our annual events but I hope that going forward this will now change with the start of a new academic year, and as we welcome a new intake of children and their families.

We must continue the emphasis on fundraising as the survival of the preschool will depend on it more than ever. This academic year the Christmas fayre raised £613 and our Easter fare raised £557. We hope to hold a quiz night in July and we also have a few other ideas to finalise at our next committee meeting, so we will keep you posted. Your support would be greatly appreciated at any or all of these events. it's a great way to meet other parents past and present and get to know more about the people in our community. I myself have made some of my closest friends through this lovely preschool, by being Involved and attending the social events.

If you feel like you could spare some time and would like to join our little committee, please come and speak to one of us after the AGM closes and we can take your details. There's no pressure but please do!

As you may have gathered from what I've already said, we are community run charity preschool and we couldn't run without the support of its wonderful committee, so I would now like to take this chance to thank them all for their donation of their precious time and commitment to the fundraising and supporting myself and the staff here.

The chairperson and the preschool simply couldn't do it without you, a simple thank you doesn't seem enough.

But sadly things are forever changing and its time for change within the committee. We will be saying goodbye to some of our members this year. Our vice chairperson Kate Taylor, who has worked

alongside myself as my right hand woman for more than 3 years now, she will be standing down, as her children are now in year 6 and year 3, so she's definitely done her time.

Also it was with a heavy heart , that I have made decision to step down as chairperson after 7 years on the committee including 2 as vice chairperson and 4 years as chair. I feel it's now time for someone else to take the reins and I'm passing them over to the very lovely, extremely well organised and very capable Bev King who has kindly put herself forward to take on the role. I wish Bev and the committee every success in the future. I know they will continue to do their best to support the preschool in any way they can.

My biggest thank you has to be to the amazing staff here, as they care so much about the preschool and the children. Their dedication is easy to see and it's what makes Muscliff preschool such a success.

The staff are passionate about your child's learning and development and will always go above and beyond for your child and I know that when your children leave here to go to big school in the not so distant future, they would have had the most wonderful memories of this little preschool and the wonderful ladies who run it. my children still talk about it now and they are 7 and 10.

Thank you so much for choosing us, you've made a wonderful choice.

Maria Taylor

Manager's Report May 2023

Firstly, welcome to our AGM. I would like to thank you all for attending this evening. It is wonderful to see so many of you.

A little about us, we are a small, charity committee run Pre-School. We operate from 9:15-3:30pm Monday Wednesday and Thursday and from 9:15am – 1:15pm on Tuesdays.

We have a high adult to child ratio of 1 adult to 4/5 children and during each session have a maximum capacity of 24 children. We pride ourselves in our work and excel in providing an excellent level of care and education to all children from 2 years 6 months to 4 years 11 months. We were awarded and overall GOOD grading by Ofsted in 2019.

I would like to take some time to introduce you to our valued staff members.

Caron – Deputy Manager and SENCO

Jo – Senior Early Years Educator, Health and Safety Officer, ICT Lead

Dawn – Senior Early Years Educator, Behaviour Lead, EAL, and Safeguarding Lead

Jill – Early Years Assistant, currently working towards level 3

Louise – Early Years Assistant, currently working towards level 3

Michelle – Bank Staff Member

Our ethos at Muscliff Pre-School is based around nurture, care and valuing each child as an individual. We work closely with parents and carers and base our curriculum around each child's individual learning outcomes.

We follow the early years curriculum and Birth to 5 matters framework. We cover a range of topics during the academic year based on the children's interests and incorporate a variety of toys and resources, outings and visitors to enhance the children's learning.

This academic year, we have seen a lower intake of children. Numbers have picked up throughout the year however we have not reached full capacity. Understandably funds are lower however we are hoping that with the addition of a new website and advertising we will have a higher intake of children in the future. We have looked into adjusting our provisions for example breakfast/after school club, however due to staffing and logistics we do not feel this would be viable at this time.

Lastly, I would like to say a huge thank you to staff, parents and committee members. You all play such a big part in our pre-school and we wouldn't have the fantastic Pre-School we do today if it wasn't for you. Daily, parents enjoy telling me that they are pleased that their child enjoys attending Pre-School, good level of communication, activities and provisions that we have in place to ensure each child thrives, flourishes and becomes their own unique person – Thank you!