

Sywell and Overstone Pre-School

AGM 2022 - 2023

13/11/23

Present

Samantha Ling, Amelia Chalmers, Nicola Egleton, Hannah Wright, Hayley McGuire, Emily Petley, Amie Humphries, Victoria Hamilton,

Apologies

Becky Brock, Ollie Earby, Hannah Smith, Mariza Horne

Matters arising from previous AGM

None

Chairpersons Annual Report – Samantha Ling

It has been a busy 14 months since our last AGM, and our first proper one since COVID. I'd like to start by thanking all the staff for their continued support and professionalism. It's been very much appreciated by Nicola and the rest of the Committee to know that we have wonderful staff at the core of this excellent Pre-school. I'd also like to thank Nicola for all her time and effort that she puts into the Pre-school making it the wonderful setting it is, also to Hannah for her continuing support to Nicola in the day to day running of the Pre-school.

Our Pre-school has a warm and friendly vibe that attracts families to us, we have tried over the years to bring the families and Pre-school together to build on the community feeling. This year we managed an amazing Christmas fete, but the children had a wonderful time with all the Christmas activities, we did our normal Christmas cards and gift packs too. We also held a sponsored Welly throw. We all had a lovely time celebrating the graduation of our 4 year olds combined with the summer fete which we did an amazing amount of fundraising, special thanks to all those that helped organised and run the event, you are stars!

Our Pre-school is a Charity, and we do have to be self-sufficient to continue to run. This year has been financially challenging juggling the Council funding cuts and increase minimum wage, along with all the inflations. We have unfortunately had to make

increases on the fees and ask for voluntary contributions towards snacks and consumables to cover these costs.

We have also held 2 evening fundraisers which have been very successful, before Christmas we held a quiz night with fish and chips and then in the new year we held a Bingo and Cheese Board evening. The monies raised from all the events have helped with the Pre-school running costs this year.

We have continued to increase our presence by using social media marketing and are in the process of having a new website created. We want to make sure new families choose us over competitors. We are now back to showing families round as and when needed.

I can't emphasise enough how grateful I am to the Management team, Committee and Staff for everyone's hard work and pulling together to secure the ongoing future of this amazing Pre-school, The children are at the centre of everything we do here, striving to achieve to be the best we can be and give the best experiences possible.

Financial Report

This year the Pre-School has had to budget for an increase in the National Living Wage as well as increased cost of energy and food prices. Tight budgeting will need to be in place as the Pre-School moves through the next academic year.

There has been increased spending on staff wages as a member of staff took unexpected leave and additional staff were temporarily employed to cover this situation. The Pre-School invested in new resources which will undoubtedly attract parents when they visit the setting and help to keep the setting sustainable in the future as it will contribute to the recruitment of new children.

When we look at the statement of accounts, we can see a slight overspend at the year end this is contributed by resource expenditure and unplanned spending on wages. Going forward the Pre-School should continue to have a prudent approach to spending.

Pre-School Managers Report.

During the past year we have started to return to a more normal Pre-School environment however this has brought with it some staffing problems as staff have caught the virus as well as having to have time off from the setting to look after their

children who either have the virus or their class at school is closed because of multiple cases.

We employed an additional qualified member of staff Natasha Head who during the summer term worked five AM sessions with the view to reduce these hours for the next academic year. Natasha is an experienced practitioner who was working at another local Pre-School before moving to us, she has settled in well and is getting to grips with a slightly different way of working. She is keen to learn and is proving a great addition to our team.

A member of staff resigned at the end of the Spring term. The staff member wanted to take their career in a different direction that she felt would both provide a better lifestyle for her family and challenge her to do something new. It was decided at the time not to replace this member of staff however some of her hours were redistributed to other employees.

Staff have undertaken training courses in Safeguarding and in the summer term we signed up to the Noodlenow online training provider who have specialist early years training on their platform. Staff have benefited already from this by improving their understanding of how children learn and how to provide an environment that supports their learning. Ofsted look favourably on setting that use Noodlenow or other providers of this type.

Numbers of children during the last academic year were healthy and increased slightly during the summer term. We had eighteen children leave the Pre-School in July ready to start school in September. This has resulted in a high number of vacancies for 2022/2023.

We have been improving the Pre-School environment by investing in new equipment for the home corner, construction area and other areas of the Pre-School. The vision of an outdoor classroom has been put on hold as we make adjustment to the new financial environment however our outside car park fence has been repainted and new signage is now in place in the car park and at the entrance to the aerodrome.

We have recommenced show arounds of the Pre-School for new children and their families as well as inside settling in sessions. Our end of year concert for the leaving children was a great success with extended families joining us at the village hall again this year.

I would like to thank all the staff for their help and support the Pre-School thrives because of their dedication. Also, I would like to thank our committee for their

continued support and for all their fundraising efforts that have helped us to provide the very best we can for the children we care for.

Election of Committee

Samantha Ling - Chairperson- wishes to resign as this position but remain on the committee. Amie Humphries to stand- voted on by Samantha and Amelia.

Amelia Chalmers - Treasurer - wishes to resign from this position and the committee. Emily Petley to stand - voted on by Samantha and Victoria.

Victoria Hamilton - Secretary - wishes to resign from this position and the committee. Hayley McGuire to stand - voted on by Samantha and Amelia.

New committee

Chairperson - Amie Humphries

Treasurer - Emily Petley

Secretary - Hayley McGuire

Committee

Samantha Ling

Becky Brock

Ollie Earby

AOB

None

Date of next meeting

October/November 2024

Closing remarks

Nicola gives thanks to those leaving their positions and the committee. Thanks for all their hard work especially through unprecedented times during the covid pandemic.

Sywell and Overstone Pre-School

Statement of Accounts 1st September 2022 – 31st August 2023

Expenditure	Income
Wages £75,292.23	Fees £36,336.23
Rent £8,400.00	Funding £64,617.38
Gas £1,553.49	Fundraising £3,288.00
Electricity £2,568.44	Commission £83.00
Snack and Hygiene £1,164.89	Trip £438.00
Resources £3,911.10	Donation £302.01
Pension £3,202.53	Total Income £105,799.62
Telephone and Broadband £688.14	
Admin £586.77	
Waste £1,012.25	
HMRC £7,581.54	
Servicing and Maintenance £2,240.70	
Training £1,070.00	
Subscriptions £452.00	
Insurance £2,539.64	
Uniform £548.60	
Total Expenditure £112,812.32	

Opening Balance = £47,041.40

Income = £105,799.62

Expenditure = £112,812.32

Closing balance = 40,028.70

Name..... Fiona Morn

Signed.....  Date..... 20/10/23

Independent examiner's report on the accounts of Sywell and Overstone Pre-School
Voluntary Managed Committee for the year ended 31st August 2023

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in, any material respect, the requirements to keep accounting records in accordance with section 130 of the Charities Act; and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met.