



## Bradwell Preschool Group AGM Minutes - 2024

18<sup>th</sup> November 2024, 8pm – Shoulder of Mutton

MEMBERS PRESENT – Lucy Valerio (LV), Debra Clyde (DC), Natalie Fearn (NF), Debbie Hobson (DH)

ADDITIONAL PERSONS PRESENT: Sherry Siddal (SS) – Preschool Manager, Jodie Cottrill (JC), Hannah McGuire (HM) – interested in joining the Committee and joined that evening as an Affiliate Member

### **Pre-School AGM 2024**

Agenda Item	Discussion Notes	Actions
1) Introduction	The Chair, LV, welcomed everyone to the meeting and noted that the meeting was quorate and so declared it open.	
2) Annual Report	<p>The Chair referred to the annual report she'd prepared, the main points were:</p> <ul style="list-style-type: none"> <li>• The objectives of Preschool as it's a registered charity</li> <li>• The main decisions taken by the Committee over the past year, which included reviewing hourly rates for fees and increasing these, approving finances for improvements to the outdoor play area and for a new member of staff</li> <li>• Changes in the Committee personnel</li> </ul> <p>The Chair asked those present if they had any questions.</p> <p>She then asked the meeting to vote to receive the annual report of the Committee.</p> <p>The meeting unanimously voted for this.</p>	Annual Report Received
3) Annual accounts	<p><b>Treasurer's Report AGM 18 November 2024</b></p> <p>The main points to note from the report were:</p> <p>Income for the year to 31 August 2024 was £66,465.56            Expenditure for the year to 31 August 2024 was £67,961.54            This gives a deficit of £1,495.98</p> <p>The accounts were checked by Joanne Holland our accountant and she noted that the income should cover all business as usual necessary expenses i.e. rent, salaries, fees etc.</p> <p>The Committee noted that current income did not cover all necessary expenses, hence the deficit. DC also noted that the budget for 2024/25 showed</p>	

	<p>a deficit.</p> <p>DC set out some further information from the accounts:</p> <ul style="list-style-type: none"> <li>• Money raised from fundraising activities was for trips for the children</li> <li>• The Hill Billy payment was money back to Bradda Dad's for 2023, the amount for the 2024 event would be in next year's accounts</li> <li>• The increase in April to the National Minimum Wage had had an impact on the wage total</li> <li>• The interest from the Santander Reserve Account was automatically paid into the savings account</li> <li>• Savings was at £27,287.69 at 31 August 2024</li> <li>• Reserve account remained at £6,470 at 31 August 2024</li> </ul> <p>The AGM discussed the accounts and the following points were made:</p> <ul style="list-style-type: none"> <li>• The Hill Billy event was not taking place in 2025 as the person who runs it was unable to continue to do so - they were happy to pass everything on to someone else, it was unlikely preschool could take it over, so at the moment the event would not be happening</li> <li>• This means the £1,700 budgeted for it in next years budget had to be removed (see below)</li> <li>• Preschool would need to look at other fundraising activities to help replace this lost income</li> <li>• Whether or not preschool was impacted by the increase to employers NICs? It was felt probably not as the charity was an unincorporated organisation and so was not a legal person. DC had checked, but would double check.</li> </ul> <p>The Chair asked the members present to vote to receive the accounts. The members unanimously voted for this.</p>	<p>DC to double check point about employers NIC payments.</p> <p>Accounts for 2023/24 received.</p>
<p>5) Committee Members 2023</p>	<p>The Chair then asked the meeting to vote on the election and re-election of various Committee members as set out below:</p> <p>To vote on the election of Debbie Hobson as Chair of the Committee</p>	<p>Agreed</p>



Bradwell Preschool Group Income and Expenditure for the year ended 31st August 2024

INCOME	£	EXPENDITURE	£
CURRENT ACCOUNT BALANCE B/F	2698.45		
RESERVE ACCOUNT BALANCE B/F	31847.31		
SANTANDER ACCOUNT BALANCE B/F	6470.00		
CASH ACCOUNT BALANCE B/F	10.93		
	<b>41026.69</b>		
FEEs	9595.50	SALARIES	47180.69
MILK GRANT	309.30	PENSION	1532.07
DCC FUNDING	51733.31	SUPPLY/AGENCY STAFF	330.33
APPRENTICE PAYMENT	500.00	MILK	318.10
CHRISTMAS RAFFLE	454.00	RENT - SETTING PREMISES	7282.26
CAKE SALE/CARNIVAL ETC	941.40	RENT - OTHER	150.00
BRITISH CYCLING - HILL BILLY	1979.50	TEACHING EQUIP/BOOKS	1660.31
DONATIONS	470.17	HMRC - PAYE/NI	4616.63
SCHOOL TRIP	42.00	OFSTED	35.00
SAVINGS ACCOUNT INTEREST	394.84	ICO REGISTRATION	35.00
SANTANDER INTEREST	45.54	NAPPY BIN DISPOSAL	77.35
		GEN EQUIP/MATERIALS/CLEANING	389.11
		TRAINING	71.00
		POSTAGE	19.80
		FOOD	546.98
		STATIONERY	57.76
		CTTE INSURANCE	94.08
		TAPESTRY ANNUAL PAYMENT	162.00
		RAFFLE TICKETS	138.20
		SMALL LOTTERY LICENCE	20.00
		DBS CHECKS	162.06
		INSURANCE	955.55
		APPRENTICE PAYMENT	360.00
		HILL BILLY EXPENDITURE	1020.88
		PAT TESTING	24.20
		TWINKL MEMBERSHIP	74.88
		SCHOOL TRIP	203.50
		MINIBUS HIRE	400.00
		CHRISTMAS	43.80
<b>TOTAL RECEIPTS</b>	<b>66465.56</b>	<b>TOTAL EXPENDITURE</b>	<b>67961.54</b>
		<b>SURPLUS/DEFICIT</b>	<b>-1495.98</b>
		CURRENT ACCOUNT BALANCE C/D	5762.09
		RESERVE ACCOUNT BALANCE C/D	27287.69
		SANTANDER ACCOUNT BALANCE C/D	6470.00
		CASH ACCOUNT BALANCE C/D	10.93
			39530.71
	<b><u>107492.25</u></b>		<b><u>107492.25</u></b>



Signed by Joanne Holland 20/10/24.....

Bradwell Preschool Group Income and Expenditure for the year ended 31st August 2024

INCOME	£	EXPENDITURE	£
CURRENT ACCOUNT BALANCE B/F	2698.45		
RESERVE ACCOUNT BALANCE B/F	31847.31		
SANTANDER ACCOUNT BALANCE B/F	6470.00		
CASH ACCOUNT BALANCE B/F	10.93		
	<b>41026.69</b>		
FEEs	9595.50	SALARIES	47180.69
MILK GRANT	309.30	PENSION	1532.07
DCC FUNDING	51733.31	SUPPLY/AGENCY STAFF	330.33
APPRENTICE PAYMENT	500.00	MILK	318.10
CHRISTMAS RAFFLE	454.00	RENT - SETTING PREMISES	7282.26
CAKE SALE/CARNIVAL ETC	941.40	RENT - OTHER	150.00
BRITISH CYCLING - HILL BILLY	1979.50	TEACHING EQUIP/BOOKS	1660.31
DONATIONS	470.17	HMRC - PAYE/NI	4616.63
SCHOOL TRIP	42.00	OFSTED	35.00
SAVINGS ACCOUNT INTEREST	394.84	ICO REGISTRATION	35.00
SANTANDER INTEREST	45.54	NAPPY BIN DISPOSAL	77.35
		GEN EQUIP/MATERIALS/CLEANING	389.11
		TRAINING	71.00
		POSTAGE	19.80
		FOOD	546.98
		STATIONERY	57.76
		CTTE INSURANCE	94.08
		TAPESTRY ANNUAL PAYMENT	162.00
		RAFFLE TICKETS	138.20
		SMALL LOTTERY LICENCE	20.00
		DBS CHECKS	162.06
		INSURANCE	955.55
		APPRENTICE PAYMENT	360.00
		HILL BILLY EXPENDITURE	1020.88
		PAT TESTING	24.20
		TWINKL MEMBERSHIP	74.88
		SCHOOL TRIP	203.50
		MINIBUS HIRE	400.00
		CHRISTMAS	43.80
<b>TOTAL RECEIPTS</b>	<b>66465.56</b>	<b>TOTAL EXPENDITURE</b>	<b>67961.54</b>
		<b>SURPLUS/DEFICIT</b>	<b>-1495.98</b>
		CURRENT ACCOUNT BALANCE C/D	5762.09
		RESERVE ACCOUNT BALANCE C/D	27287.69
		SANTANDER ACCOUNT BALANCE C/D	6470.00
		CASH ACCOUNT BALANCE C/D	10.93
			39530.71
	<b><u>107492.25</u></b>		<b><u>107492.25</u></b>



Signed by Joanne Holland 20/10/24.....