



Minutes

Meeting of Thames Pre-School Committee

Location: Thames Pre-School

06.10.2022, 20.00hrs

Agenda Item	Title	Presenter	Action by Committee member
1	Welcome to the Thames Pre School AGM	Secretary	
2	To receive Apologies for Absence Apologies: - Naomi	Secretary	
3	Approve minutes last AGM – Approved by all at meeting – copies available at the meeting	Secretary	All approved
4	No matters arising from the previous minutes	Secretary	
5	Constitution accepted	Secretary	All approved
6	Trustees report – <ul style="list-style-type: none"> • Skeleton staff and committee last year • Committee thank staff for all their hard work during the challenging year • Staffing: Rebecca our early years practitioner sadly left at Christmas to go to Rutland. It took until July to find another suitable candidate. Sarah is with us part-time. • Fundraising events: Pumpkin craft, Easter crafts, Raffle the Easter egg, doughnut and ice pop sales, scarecrow trail and joining the Cricklade Jumble Trail. Heidi was particularly key to this event, and we thank her for her dedication and support. • Events and Community visits: visiting Cricklade Bloomer, fire station, Jubilee craft event, leisure centre soft play visits, Easter bonnet parade. Remembrance parade and made bunting for the Jubilee festivities, sports day and graduation • Maintenance: new fence at the front and at the back; a parent and Sue built the stockade den in the back garden; roof and fabric of the pre-school maintained; new bike storage area laid and garden working parties; new kitchen flooring; huge clear out over the summer 		



	<ul style="list-style-type: none"> Grants: paid for new picnic bench (on its way); salt bin storage for the back garden toys; A big thank you to parents for supporting us through our Amazon Wish List 		
7	<p>Treasurer's Report</p> <ul style="list-style-type: none"> £4,500 profit (x12 increase on LY) High maintenance bills but also much more fundraising completed All funds in a good position, contingency fund adequate, cashflow good and emergency fund good Council funding not at the same increase rate as Minimum wage increase, however an increase in fees will help manage this and parent paid fees have gone up 	Gareth	Gareth
8	Acceptance of account - Approved by all at meeting	Secretary	All approved
9	<p>Questions</p> <p>What do we project for next year?</p> <ul style="list-style-type: none"> At his point we don't have a projection to next year. We will need more staff to help some children needing special support <p>Could we take more children?</p> <ul style="list-style-type: none"> We could take a few more children with more staff however question if this is the right route considering children who need special support. 	Gareth	Gareth
10	Resignation of current committee – Naomi, Chair standing down everyone else remaining	Secretary	Secretary
11	<p>Nomination and election of new committee</p> <p>Chair – Jon First, Sarah, Second, Philli</p> <p>Vice Chair – Philli First, Sarah, Second, Gareth</p> <p>Treasurer – Gareth First, Philli, Second, Sarah</p> <p>Secretary – George First, Sarah, Second, Philli</p> <p>Safeguarding Ellie First, Sarah, Second, Philli Amy First, Sarah, Second, Philli</p>	Secretary	Secretary



	<p>Hayley First, Jon, Second, Sarah</p> <p>Kristine First, Sarah, Second, Philli</p> <p>Amy First, Philli, Second, Sarah</p> <p>Lisa First, Jon, Second, Sarah</p> <p>Sarah First, Philli, Second, Jon</p> <p>Heidi First, Philli, Second, Jon</p> <p>Caroline First, Philli, Second, Jon</p>		
12	Next meeting – 7 th November 7.30pm	Philli	Philli
13	<p>Any other Business</p> <p>Fundraising – Disco tickets only 80 to be sold to avoid having too many people.</p> <p>Fundraising whatsapp set up</p> <p>Sarah and Hannah – Thames Staff</p> <p>Philli, Sarah S, Hayley, Amy, Lisa, Heidi</p>	Philli	Philli
14	Committee Only Discussion – None	Committee	Committee

- Please note the meeting may be recorded for the purpose of minute taking by the secretary and will only be accessed by the secretary. Once the minutes are agreed at the following meeting the audio record will be deleted.
- Only committee members can vote on an agenda item, if you have a conflict of interest, please inform the secretary, and do not vote or take part in discussion on the item (The secretary may ask you to leave the meeting for that item and return once it has been proposed and seconded).
- The last Item – Committee Only Discussion, will be for committee members only and we kindly ask other members of the meeting to leave.

Profit and Loss

Thames Pre School

For the period 1 April 2022 to 30 March 2023

1 APR 2022-30 MAR
2023

Turnover

Donations	374.48
Fundraising	4,768.93
Interest Income	118.44
Other Revenue	500.00
Parent Paid Fees	21,781.58
Uniform Sales	424.01
Vouchers Received WCC	100.00
WCC other Payments	91,890.22
Total Turnover	119,957.66

Cost of Sales

Uniform Purchases	394.39
Total Cost of Sales	394.39

Gross Profit

119,563.27

Administrative Costs

Advertising & Marketing	539.80
Audit & Accountancy fees	1,800.00
Bank Fees	194.82
Books	97.26
Cleaning	378.56
Equipment	1,294.01
Fund Raising Expenses	444.23
General Rates	136.00
Gross Wages	77,261.42
Indoor Consumables	841.17
Insurance	2,249.56
IT Software and Consumables	163.59
Light, Power, Heating	3,444.77
Outdoor Consumables	153.83
Pensions Costs	1,535.47
Postage, Freight & Courier	37.90
Printing & Stationery	518.42
Recruitment Costs	205.60
Repairs & Maintenance	5,804.12
Snacks	1,046.57
Staff Benefit	955.00
Staff Entertainment	23.55
Staff Training	591.08
Staff Uniform Costs	243.99
Subscriptions	532.29

1 APR 2022-30 MAR
2023

Sundry Expense	582.37
Telephone & Internet	387.68
Water Rates	107.99
Total Administrative Costs	101,571.05

Operating Profit	17,992.22
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Other Income	
Income for hot lunches	260.37
Total Other Income	260.37

Profit on Ordinary Activities Before Taxation	18,252.59
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Profit after Taxation	18,252.59
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Balance Sheet

Thames Pre School As at 31 March 2023

31 MAR 2023

Current Assets

Cash at bank and in hand

BB Inst Online	44,099.97
Business Account	37,883.29
CAF Gold Account - 0828	323.83
Fundraising Account	3,808.84
Leaders Discretionary	800.49
Lloyds Bus bank instant (5168)	14,892.82
Petty Cash	602.62
Total Cash at bank and in hand	102,411.86

Accounts Receivable	691.22
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Total Current Assets	103,103.08
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Creditors: amounts falling due within one year

Accounts Payable	126.67
Accruals	14,750.00
Lloyds BB instant online- 8268	38.80
NIC Payable	1,404.57
Rounding	1.50
Wages Payable - Payroll	(1.28)
Total Creditors: amounts falling due within one year	16,320.26

Net Current Assets (Liabilities)	86,782.82
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Total Assets less Current Liabilities	86,782.82
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Net Assets	86,782.82
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Capital and Reserves

Current Year Earnings	11,703.03
Funds	71,587.36
Retained Earnings	3,492.43
Total Capital and Reserves	86,782.82