

Cofnodion Cyfarfod Cyffredinol Blynyddol
Minutes for the Annual General Meeting
Cylch Meithrin Tal-y-bont, Tŷ Sbri
14.07.21, 6.00yh/pm

Presennol / Present:

Lynwen Morgan (Cadeirydd / *Chairperson*), Siwan Haf (Ysgrifennydd / *Secretary*), Chloe birds (Trysorydd / *Treasurer*), Holly Aubrey (I s Gadeirydd / Vice Chairperson) Monica Lloyd-Williams (Person Cofrestredig / *Registered person*) Vicky Joseph (Staff), Kara Wyn Jones (staff) Hanna Watkin (Staff) Kate McCann (staff) Eirwen Hughes (Mudiad Meithrin), Ffion Williams (rhiant / Parent), Bleddyn Huws (Cymuned/community), Hefin Jones (Prifathro / Headteacher), Caron Hywel (rhiant / parent)

Ymddiheuriadau / Apologies:

Mair Nutting (cymuned/community), Tara Mannix Jones (rhiant / parent), Jessica (rhiant / parent)

1. Cofnodion o'r Cyfarfod diwethaf / *Minutes from the last meeting*

Cynigwyd yn gywir / *Proposed as correct*: Vicky

Eilwyd gan / *Seconded by*: Monica

2. Materion yn codi / *Matters arising*

Dim yn codi o'r cofnodion.

3. Gohebiaeth / *Communications*

4. Adroddiad y Cadeirydd – Lynwen Morgan

Chairpersons report – Lynwen Morgan

Adroddiad Cadeirydd Cylch Meithrin Tal-y-bont

Oriau Agor/Nifer oedd *Opening times/Numbers*

- Mae wedi bod yn flwyddyn anodd gyda'r Cylch yn cau eto eleni o ganlyniad i'r Cyfnod Clo.
- *It has been a tough year again this year with the Cylch closed for a period of time due to the Lockdown at the beginning of the year.*
- Rydymyn falch o allu dweud fod y Cylch ar agor 4 bore'r wythnos a hynny o 8.15 nes 12 o'r gloch. Mae hyn yn rhoi cyfle iddynt gael brechwast hefyd yn y Cylch, os ydynt yn dymuno.
- *We are pleased that the Cylch is opening 4 mornings a week from 8.15 until 12 o'clock. This allows the children to have breakfast in the Cylch too if they want to.*
- Mae 16 o blant ar y gofrestr ar hyn o bryd, sy'n gadarnhaol iawn o ran nifer oeddy



Cylch dr os y blynyddoedd nesaf

- *We have 16 pupils on our register at present, which is very positive in terms of numbers at the Cylch over the next few years.*
- Mae tudalen Facebook y Cylch wedi bod yn adnodd gwert h fawr et o eleni wr th fod yn brif gyswllt rhwng y gof alwyr, y staff ar plant ynghyd ag ebyst. Mae rhieni yn mwynhau gweld y gweithgar eddau sy'n digwydd o wyt hnos i wyt hnos.
- *The Cylch's Facebook page has proves to be a valuable resource agai t his year as the main point of contact between parents/car ers, staff and children. Parents enjoy seeing the ctivities that take place from week to week.*
- Cylch wedi cau o ganlyniad i COVI D 19 a CI Wwedi der byn cadar nhad.
- Cylch closed in January 2021 due to COVI D19 and CI Wwere notified.

Staffio / Staffing

- Dr os y flwyddyn rydymwedi ffarwelio gyda dau aelod o staff sef Lisa Southgate a Mali Jones, ac rydymyn dymuno pob hwy iddyn y neu swyddi newydd.
- *Over the last year we have said goodbye to two members of staff, Lisa Southgate and Mali Jones and we wish them all the best in their future.*
- Rydym o ganlyniad wedi crowesawu dau wyneb Newydd i'r Cylch sef Kara a Kate. Rydymyn filch iawn i'w cael yn rhan o'r tim ac yn gobeithio y byddant yn mwynhau yn ein mysg.
- *As a result we have welcomed two new faces to the Cylch, Kara and Kate. We are delighted to have them as part of the team and hope that they enjoy with us.*
- Rydymyn hapus I gael Hanna yn gweithio gyda ni dau fore ac mae Vicky yn Arweinydd cydwybodol ac ysbr idoledig iawn. Diolch i chi gyd.
- *We are happy that Hanna still works with us two mornings a week and Vicky is a very conscientious and inspirational Leader. Thank you all.*
- Hoffwn diolch i'r holl bobl a weithiodd oriau ychwanegol yn y Cylch i wneud yn siwr bod y drysau wast ad ar agor.
- *We would also like to thank all the people that worked extra hours in the Cylch to ensure that the doors were always open.*
- Y person cofrest redig yw Monica Lloyd- Williams ac rydymni'n eit hriadol o ddiolchgar iddi amysgwyddo'r cyfr ifoldeb. Heb person cofrest redig nid oes Cylch, felly diolch yn fawr.
- *The registered person is Monica Lloyd- Williams and we are exceptionally grateful to her for taking on this responsibility. Without a registered person there is no Cylch so thank you very much.*
- Cadeirydd wedi bod yn cwr dd yn gyson gyda staff I wneud t aflenni ar far nu.
- *Chair has been meeting regularly with staff to make appraisal sheets.*

Codi Arian / Fundraising



- Mae wedi bod yn sialens enfawr i godi arian eleni o dan y cyfyngiadau sydd wedi bod gyda ni.
- *It has been a massive challenge to fundraise during the last year due to Covid regulations.*
- Er hyn cafodd y digwyddiadau canlynol eu trefnu a chodwyd symiau o arian teilwng iawn ymmhob un ohonynt (manyllion gan y Trysorydd yn ei adroddiad):
- *Despite this the following events were arranged and raised a substantial amount of money (details in the treasurer's report):*
- Awst – Derbyn arian gan Sioe Talybont / *August – Talybont Show fundraising.*
- Hydref – Rhiant sef Rachel Solnick yn nofio bob dydd drwy'r mis / *October - A parent, Rachel Solnick swims in the sea everyday for a month (just Giving)*
- Tachwedd – Talybont Rocks / *November – Talybont Rocks*

Rydymhefyd wedi bod yn llwyddianus gyda amryw o grantiau. Dyma rai ohonynt :

We have also been successful with different grant applications this year:

- ✓ Cronfa Eleri
- ✓ Grant Cwtch
- ✓ Grant Cynladwyedd / Sustainability Grant
- ✓ Grant Bach Mudiad Meithrin
- ✓ Grant Covid19
- ✓ Cyngor Cymuned Ceulanamaesmawr
- ✓ Cyngor Cymuned Llancynfelyn
- ✓ Cyngor Cymuned Ysgubor y Coed

Diolch i Siwan (Ysgrifenyddes) am gwblhau'r holl ffurflenni yn ymgeisio am grantiau yma.

Thank you to Siwan (Secretary) for completing these application forms for the grants.

Mae llawer iawn o waith wedi cael ei wneud yn ardal allanol y Cylch eleni yn defnyddio arian y grantiau yma i gyfoethogi'r dysgu. Dyma restr o bet h sydd wedi cael eu wneud.

A great deal of work has been done in the outdoor area of the Cylch this year using the money from the grants to enhance the learning. Here is a list of what has been done...

Gwaith cynnal a chadw a datblygu'r safle / *Maintenance and development works*



- Creu lean-to tu allan / Create a 'lean to' off the caban wall.
- Creu safle cysgodol i gyfoethogi'r dysgu allanol / Build a wooden hut outside for the outdoor play and learning
- Gwneud man drwsio i wneud yn siwr fod yr holl adnoddau yn addas ac yn ddiogel i'r plant. Ee y tywod / Make sure that all the equipment is safe and suitable for the children e.e the sand pit and the fence

Mae'r Cylch wedi cael ei enwebu o fewn Gwobrau Mudiad Meithrin Cymru fel y 3 Cylch Uchaf yn ein rhanbarth. Rydym yn falch iawn o hyn ac yn disgwyl ymlaen at y canlyniad ymmis Hydref.

The Cylch has been nominated as one of the Top 3 in our region by the Mudiad Meithrin. We are very proud of this news and are looking forward to the outcome in October.

Diolchiadau / Thanks

- Staff y Cylch – am y profiadau a'r gofal eithriadol / *Cylch staff – for experiences and exceptional care*
- Pwyllgor – am y gwaith caled drwy'r flwyddyn / *Committee – for hard work over the year*
- Diolch i Monica Lloyd Williams a fod yn ber son cofrestredig / *Thank you to Monica Lloyd Williams for being our registered person*
- Yr Ysgol a Mr Jones / *Mr Jones and the school*
- Y rhieni a'r plant / *The parents and children*
- Diolch arbennig i'r gymuned hefyd am eu cyfraniadau haer yn ystod blwyddyn galed arall. / *Massive thank you to the community as well for their generous contributions during another hard year.*

5. Adroddiad y Trysorydd – Chloe Birds

Balans yn bositif 2020-2021. Copi o'r cyfrifon wedi eu pasio i'r rhai oedd yn bresennol. Gyda chostau rhedeg y Cylch a'r cyflog byw wedi codi, mae hyn yn gwneud argraff fawr ar y cyfrifon. Trafodwyd y cyfrifon. Yn amlwg does dim llawer o ddigwyddiadau codi arian wedi bod yn ystod y flwyddyn ond mae grantiau yn amlwg yn y cyfrifon.

Balance positive 2020-2021. Copy of accounts passed to attendees. With the costs of running the Cylch and living wage rising, this is making a big impression on the accounts. The accounts were discussed. Obviously there have been very few fundraising events during the year but grants are prominent in the accounts.



Nigel Callaghan wedi gwirio'r cyfrifon i ni eleni ac mae diolch yn mynd iddo am ei waith. Cynigwyd a chytunwyd i brynu taleb gwerth £25.00 iddo.

This year Nigel Callaghan has been responsible for auditing the accounts and we thank him for his work. It was proposed and accepted that we buy him a voucher worth £25.00.

Codi arian / Fundraising

£463.68 – Just Giving Sioe Talybont

£1904.57 – Rachel Solnick Just Giving

Wedi gwario dros £10,000 o arian grantiau mewn cyfnod byr ar adnewyddiadau.

Spent over £10,000 of grants in a short period of time for refurbishments.

Cwmni Major and Evans wedi bod yn ddefnyddiol iawn wrth helou gyda ffigurau a ffurflenni 'furlough'.

Major and Evans' company have been very helpful in helping with 'furlough' figures and forms.

Cydnabod nad oes angen codi ffioedd ar y funud – Cyfrifon yn edrych yn iach. Angen adolygu eto o fewn blwyddyn.

Agree that there is no need to increase the fees at present – accounts look healthy. Need to review again within a year.

Targed / Target

I barhau i wario lleiaf symiau ac anelu at gynnal llawer o ddigwyddiadau codi arian ar draws y flwyddyn.

To continue to spend the minimum and aim to host many fundraising events throughout the year.

6. Et hol Swyddogion newydd / Electing new Officers

Swyddogion Newydd 2021 / New officers 2021 :

Cadeirydd/ Chairperson	Holly Aubrey
I s- Gadeirydd / Vice chairperson	-
Trysorydd / Treasurer	Ffion Williams
Payroll	Chloe Birds
Ysgrifennydd / Secretary	Siwan Haf Evans
I s- ysgrifennydd / Vice secretary	Kate McCann
Person Cofresredig / Registered Person	Monica Lloyd- Williams
Aelod cyffredinol/ General members	Caron Hywel, Mair Nutting, Lynwen Morgan, Bleddyn Huws (Cymuned Ceulan Maesmawr)

Diolch yn fawr i'r swyddogion newydd am gymryd at y dylet swyddau yma a phob lwc iddynt yn y dyfodol.

Bydd angen newid y bobl sy'n cael arwyddo yn y banc fel bod ein trysorydd Newydd yn gallu cyfathrebu a nhw. Byd Chloe Birds yn gwneud y broses yma o



newid y bobol cymwysiedig.

Many thanks to the new officers for taking up their responsibilities and we wish them luck for the future.

The people who have the right to sign the official documents needs to be changed in the bank so Ffion can access the forms and documents that she needs to for fill her work as the new treasurer. Chloe Birds will be completing this process with the bank.

S. HEvans

7. Unrhyw fater arall / Any other business

✓ **Ffioedd / Fees**

Cadw yr un peth / Keep the same

✓ **Oriau agor / opening times**

Trafodaeth i ymestyn yr oriau. Defnydd da i'r cynnig Gofal Plant. Trefnu cyfarfod pwyllgor i'w drafod. Cysylltu gyda Cl W a thrafod gyda staff am bosibiliadau. Ysgrifennydd i greu holiadur ar gyfer y rhieni i ddatgan diddordeb.

Discussion to extend Cylch hours. Good use of the Childcare offer. Arrange a committee meeting to discuss our options. Contact Cl W and discuss the possibilities with staff. Secretary to create questionnaire for parents to express their interest.

✓ **Diogelu Dat a / Data Protection**

Vicky yr Arweinydd yn gyfrifol am y dat a.

Vicky is responsible for data protection as the leader.

✓ **Polisiau / Policies**

Wedi mabwysiadu rhestr o bolisiau cyfredol y Mudiad.

Adopted a list of the Mudiad's current policies.

✓ **Sioe Talybont / Talybont Show**

Pwyllgor y Sioe wedi penderfynu rhoi cyfraniad ariannol y Sioe i'r Cylch eleni eto. Diolch yn fawr iawn iddyn nhw.

The Show's committee has decided to contribute the again this year. Thank you.

✓ **Rheolau Covid19**

Mr Jones yn ddiolchgar wrth bawb am ddilyn y canllawiau drwy gydol y tymor, gan fod y Cylch ar dir yr Ysgol.

Mr Jones is grateful to everyone for following the guidelines throughout the term, as the Cylch is on the School Grounds.

✓ **Diogelwch – Safety**

Yffordd fawr tu allan i'r ysgol yn beryglus iawn. Wedi trafod y broblem

yma gyda Llywodraethwyr yr Ysgol. Cytuno bod angen ysgrifennu llythyr at y Gweinidog Trafnidiaeth yn datgan ein cosyn oddi wrth y Cylch Meithrin hefyd gan ei fod yn effeithio ni hefyd.



The main road outside the school is very dangerous. Have discussed this problem with the School Governors. Agree that a letter needs to be written to the Minister of Transport expressing our concern from the Cylch as well as it affects us too.

✓ **Ail-wampio Parc y Pentref / Revamp the village park**

Lynwen (cadeirydd) wedi derbyn neges gan Megan Mai o'r Sir yn chwilio am syniadau a gwirfoddolwyr i ail-wampio'r parc ar gyfer plant y pentref. Cyngor Cymuned yn barod iawn i roi cyfraniad ariannol tuag at prynu adnoddau addas.

Lynwen (chair) has received a message from Megan Mai (County Council) looking for ideas and volunteers to revamp the park for the children of the village. Community Council is willing to make a financial contribution towards the purchase of resources for the park.

✓ **Monica (Person Cofrestrdedig) yn diolch i'r holl staff a chynrychiolaeth y Pwyllgor am eu holl gwaith dros y flwyddyn diwethaf.**

Monica (Registered Person) thanked all of the staff and committee representation for all their work over the past year.

Arwyddwyd

S. H Evans

Ysgrifenyddes/Secretary





CYLCH MEITHRIN TALYBONT

ANNUAL ACCOUNTS FOR YEAR ENDING 2020-2021

Income and Expenditure Account

<u>INCOME</u>	£	<u>OUTGOINGS/ EXPENDITURE</u>	£
Mudiad Meithrin Grants/ Cynllun Cyfeirio	207.00	Wages/ Helping out	20430.78
Ceredigion County Council / CAM	19379.98	PAYE/ Membership Mudiad/ DRB	180.40
Other Grants	7879.19	Equipment/ Goods/ Resources/ Building	11449.55
Children's Fees	5940.00	Food and Drinks	42.78
Donations	70.00	Trips/ Bus	0.00
Trips/Bus	0.00		
 <u>FUNDRAISING ACTIVITIES</u>		Transfers to the Reserve Account	100.00
<i>Talybont Show</i>	463.68	Other	1889.75
<i>Just Keep Swimming</i>	1904.57	-Major and Evans	468.00
		-DBS Staff	108.80
Transfers to Reserve Account	100.00	-JRS Repayment	1165.00
Interest (Reserve Account)	2.66	-Staff Christmas Gifts	47.95
Other	0.00	-Unpaid Cheque	100.00
 TOTAL INCOMING	 35947.08	 TOTAL OUTGOING	 34093.26

In hand on 31/03/2020 £24284.78
 Excess for the year + (£1853.82)
 In hand on 31/03/2021 **£26138.60**

Income £35947.08
 Outgoing £34093.26
 Excess £1853.82

Current Account - Reserve Account - Total
 £19529.44 £6609.16 **£26138.60**

Audited and found to be correct by :
 Date:

Hafan
Taliesin
Machynlleth
SY20 8JH

Audit of Cylch Meithrin Talybont Accounts, 2020-21

I have audited the above accounts and they appear to be correct.

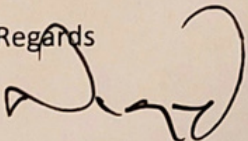
I would make a couple of observations for future years.

1. I notice that there are some invoices received during the year that have been paid in the 2021-22 year, e.g. K P Fire. Could I suggest that an entry be made in the accounts of outstanding debts at the year end, and correspondingly note debts from last year paid this year? I appreciate that you are working on a pure incomings/outgoings basis, but this may help to give a slightly more accurate picture of the situation at the year end.
2. Regarding the fees: there is no suggestion that there is any problem, but there is no obvious paper record of what fees were actually due/requested. There is simply a record of payment of money on behalf of each child. Does some sort of register exist which would reconcile these fees?

Otherwise the financial records appear to be well kept, and I would commend the Treasurer on their accurate work.

And on an unconnected point, have you considered asking Cletwr to be included as one of the local groups who receive donations from the monthly collection box at the till?

Regards



Nigel A Callaghan