

# Zion Community Pre-school AGM

Friday 15<sup>th</sup> September – 9.30am

Upstairs, Zion Pre-school



## Agenda:

1. Welcome to the existing committee and also new parents of the school year, including Anna and Alaine from South Glos.
2. Apologies – Jane, Joe and Sofie from the previous committee.
3. Review of previous minutes and actions – No actions from the previous meeting.

4. Chair's report:

I would like to start by thanking Jane, Sofie, Kristine, Joe, Charlotte and Rich for continuing in their

roles over the last couple of years. I'd also like to welcome Rachael Thomas who has joined the

team as a bank member of staff and has been an asset to Vicky. The team sadly said goodbye to

Kerry Sims, one of our Early Years Practitioners, at the end of last term. She has worked for the Pre-

school for five years, but she is off to pastures new. We would like to thank her for all her hard work.

This time two years ago Zion was facing closure due to falling numbers of children on roll and the

need for a full committee. As you may be aware, we are required by law to be governed by a committee of trustees, and without a committee we will no longer be able to operate.

Thankfully,

several parents stepped up and volunteered for roles on the committee. Since then, we have had a

busy and productive couple of years. Over the last 12 months, the committee have supported Vicky

and her team in preparing for Ofsted and have continued to do so since their visit last November.

We have also revised and amended our recruitment procedures to ensure we are in line with safer

recruiting practices, and, as mentioned earlier, we successfully appointed a new bank member of staff.

Some of my personal highlights of last year include:

- The launch of the Fundraising sub-committee.

- The Valentine's Heart Trail. This was a great success and raised a substantial amount of money which went towards some numeracy and sensory resources.

-The Zion Pre-school stall at Watermore's summer fayre. The Zion Lion headbands went down a treat!

A big thank you to Sofie who led on the above.

And finally, Vicky's sponsored bike/scooter course. This raised a huge amount of money – far more than the previous year.  
 Our success this year is directly linked to the hard work of our fabulous Early Years Practitioners and our committee members. I'd like to thank every team member for their energy, commitment and consistency in ensuring our community pre-school remains financially viable and successful.

#### 5. Treasurer's report

Month	Income	Expenses	Profit/Loss
Sep-22	£13,169.69	£7,151.07	£6,018.62
Oct-22	£840.00	£6,449.41	-£5,609.41
Nov-22	£8,931.45	£7,584.32	£1,347.13
Dec-22	£14,497.56	£5,967.42	£8,530.14
Jan-23	£3,616.81	£7,830.37	-£4,213.56
Feb-23	£2,653.64	£6,399.14	-£3,745.50
Mar-23	£9,611.83	£7,568.56	£2,043.27
Apr-23	£20,110.64	£6,564.33	£13,546.31
May-23	£1,948.35	£7,530.72	-£5,582.37
Jun-23	£11,233.97	£7,822.31	£3,411.66
Jul-23	£6.00	£7,297.18	-£7291.18
Aug-23	£867.00	£5,738.05	-£4,871.05
<b>Total</b>	<b>£87,486.94</b>	<b>£83,902.88</b>	<b>£3,584.06</b>

#### Opening Balances

The opening balance at the start of the session in September 2022 was £4,019.71 for the current account. The opening balance for the savings account was £5,039.05.

#### Income Summary

Total income at the end of August this year was approx £87,486. This was an increase on income of £15,931 compared to last year. £71,291.62 of income has come from South Glos Grant funding. This is an increase on grant funding by £20,060.62 compared to last year's figures.

Approximately £14,448 of income was sourced from children's fees (£14,671 last year). Therefore approx £1,747 of income was from other activities such as fundraising, donations and bank interest. (£5,653 last year)

As you can see from the figures, our grant funding has increased massively, partly due to an increase in the funding rates but also due to the increase in children attending the setting in comparison to the previous year. It is a little disappointing to see a nearly £4,000 drop in fundraising income etc on the previous year. As stated income from fees have remained largely similar compared to last year.

### **Expenditure**

Expenditure for 2022/2023 is totalling approx £83,902 for the year from September 2022 to August 2023. This is an increase of £15,562 on last year's expenditure figures. Higher expenditure can be attributed to an increase in staff wages due to the minimum wage being raised by the government and other costs increasing such as hall hire. More staff hours were undertaken to aid the increase in child numbers. The pre school has invested in various products and services across the year to further improve the quality of provision.

### **Surplus/Loss**

Zion Community Pre School has posted a surplus of approx £3,584 in the last year (2022/2023) compared to a £3,214 surplus the year before (2021/2022)

### **Closing Balances**

The closing balance for the current account at the end of August was £7,603.10 compared to £4,019.71 at the end of the academic year 2021. As of 31<sup>st</sup> August 2023 the savings account had a balance of £5,067.49. This balance was £5,039.05 at the end of August 2022.

### **Conclusion**

For the second year running the pre school has posted a surplus whilst working against high inflation, wage rises and a cost of living crisis. This is something everyone involved with the pre school should be proud of given the circumstances.

### **Future Recommendations**

Childcare settings have now received a healthier grant increase from the government for the new academic year, inflation is dropping, albeit slowly and it is hoped the financial backdrop for Zion will become easier within the next year or two. Our fundraising totals have dropped this year, it will be great if the new committee can investigate how these fundraising totals could be increased if possible.

#### **6. Leader's report**

First, I wanted to say thank you for coming today and continuing to support both myself and our team.

At the start of the coming year, we welcomed the children back from their summer break, over the month of September we focussed on the children's Personal, social and emotional skills and we are repeating this now as well, after the children have been off for a long period of time, I feel it's very important we support the children with setting into Pre-school again and making those friendships.

At the start of September 22, we introduced extra snacks for the children, this helps all the children with their physical skills as well as developing once again their personal and social skills, and also introducing children to new foods they, may not have tasted which all enjoy sharing with their peers.

Over the month of October, we talked about Harvest, we taught the children a variety of new songs, we enjoyed reading the story Olivers vegetables and the children enjoyed tasting a wide of vegetables as well.

The children enjoyed regular visits from Jo Jingles, a variety of cooking activities and regular sporting events, as well as getting messy with the paint, glitter, pumpkins etc.

In November, we talked about the story "Whatever next" and enjoyed our own mini campfire with biscuits and Hot Chocolate, as well as talking about fireworks and Bonfire night.

As you are all aware at the end of November, we were inspected by Ofsted. Myself and the team were very upset with the outcome of the result. This was my first time carrying out an Ofsted Inspection as a Lead. I personally felt the visit went well, especially as the inspector fed positive faults to me during the time she was within the room. I was very upset by the result and I won't lie to say it took myself and the team a little while to get over it.

Some of the points addressed was the inspector felt there was not enough Maths within the setting.

Also, language within the team wasn't always developed throughout e.g., asking children to develop their thoughts extending their ideas and feelings.

The staff have since taking advice and have been giving lots of support from the south Glos team. The team have also been carrying out mathematical training as well as language training both face to face and in house training.

Every 6 weeks I also meet up with the south Glos through team meetings where we discuss how things are, what might need improving etc. We also had our setting support officer change for a bit at the end of the year and it was quite hard to adjust to someone new, however I now have my setting support officer Linda Harvey back with me. I feel this is really important as she has been on the journey with us and now will be able to support us once again as we are inspected. We expect another visit from Ofsted by the end of November and we are doing everything to try and ensure them we feel we have developed further again.

In December we enjoyed celebrating Christmas, especially enjoyed our Christmas singing event as well as the children's Christmas party. A visit from Father Christmas is always a delight for the children.

In January all staff completed their First aid training, and we celebrated Chinese New Year, as well as talking about the cold weather. Toast was a huge hit at snack times. We were also very pleased to purchase our woodworking tools from the money raised at our Christmas events, so thank you to each and every one of you for supporting this.

In February we talked about Valentines day, we talked about the shape heart and Sofie from the committee held a valentine's trail around the village which was a great success.

Into March we enjoyed celebrating World book day, playing with the snow, enjoyed visits from sporting chance and celebrated easter with lots of fun creative activities.

In May we welcomed a new ballet class within the pre school the children really enjoyed pointing their toes and pretending to be a ballerina. We also celebrated the king's coronation even holding our very own coronation party, as well as celebrating national hedgehog week and once again getting our hands on those woodworking tools.

In June we talked about baby animals and also welcomed our own pre school pets our very own baby caterpillars the children really watched them grow, talked about what they enjoyed to eat and then we released them as butterflies a very lovely moment for us all. We still see the butterflies outside in the garden.

We also took part with the children to carry out a sponsored scoot the children really had a great lot of fun and this also helped all the children with their physical skills. We raised over £400 pound for this event which is amazing.

In July we generally just enjoyed spending time with all the children and we changed the playschool into a school to encourage the children off to school. We practised carrying trays, pouring our own drinks, dressing and undressing for P.E.

We ended the year with a Teddy bear and Leaver's celebration which is generally just a lovely time to say goodbye to our children off to school and a lovely way for parents to socialise with each other.

Into this year we will be busy developing our library with a new card system, which children can collect stickers, stamps and certifications.

We will be introducing cookery sacks.

Continue with our new show and tell.

We will be having a weekly session of forest school or woodworking.

We will also be introducing our letters and sounds programme, introducing our breakfast club, Zion Lion will be continuing to visit on his travels and we hope to introduce Maxton into the setting.

Staff will continue with their online training, safeguarding, prevent and carrying out Makaton training, Also Carrying out another Ofsted inspection.

We will also be using the money raised from the sponsored scooter to improve the pre-school with new units and a new cosy book corner with new cushions and soft toys.

Once again thank you for supporting us and from myself and the team we love looking after your children so thank you so much for putting your trust into each and every one of us.

#### 7. The committee

It was discussed in the WhatsApp group that Emma, Sofie, Kristine, Joe and Jane were going to step down, and we would need to find a new chair plus members. Charlotte and Rich have agreed to stay in position and this was seconded by Emma.

Two parents, Blaze and Rhian are going to step forward to the committee along Rob, another parent.

The meeting actually finished with no chair, and a plan to look for another however Liz (staff) daughter Eloise said she would like to be chair which was seconded by the committee and gratefully received.

We go into a new school year with a full committee and a new chair to take over. It was agreed that as OFSTED are due in the next 6-8weeks, Emma will remain as chair and Eloise will shadow until the inspection has passed. In the meantime, Eloise will get to grips with the running of Pre-school ready for Emma to pass the baton.

The committee would love to thank Emma for her tireless hard work over the last two years, helping turn the pre-school around from the starting point it was!

Emma has been a fantastic chair, and we are grateful for her constant support and strive to do better, and now look forward to her supporting the pre-school as a parent.

8. AOB

We discussed the potential need for marketing for intake, as numbers remain low (as they do every year in September) but will discuss this deeper in at the next Committee meeting in Nov if necessary.