

Minutes

Meeting: Committee

Date: 17th March 2022, 7.30pm

At: Pre-school

1. Welcome & Introductions

Many thanks to all attending . Apologies received from several members

Committee Officers	Y/N	General Committee	Y/N	Staff	Y/N
Di Morrison – Chair	Y	Kathryn Varo	N	Jackie Piaf	Y
Trisha Ferguson – nominated Vice Chair	Y	Kathryn Scales	N	Jackie Herring	Y
Ruth - Treasurer	Y			Ursula Maywald	Y
Laura – nominated Secretary	Y			Caryl Freeman	N N
				Others	
				Debbie Reyland	Y

2. AOB

There was no additional business to consider

3. Admissions

Admissions from 19 April

Situation as at 14 Mar (Max spaces for summer term, 24AM, 18 PM). Overall, 89% full.

	Morning		Afternoon		Hot lunches
	% full	Spaces	% full	Spaces	
Monday	100	0	89	2	5
Tuesday	92	2	94	1	5
Wednesday	88	3	83	3	4
Thursday	88	3	83	3	4
Friday	88	3	78	4	3

Currently 4 new starters for 2022

The committee reviewed marketing options and currently there are

Parental reviews available on Day Nurseries, Childcare.co.uk, NetMums

Article in recent Parish Newsletter.

New banners displayed at the park and on the railings next to us

New flyers printed and being distributed to main/new estates in next few weeks.

Half page advert for 2 editions of The Link (villages and Nantwich)

Word of mouth is still our best advantage.

The Manager has strong links with another local school and she is liaising closely with the Head and supporting the Reception class.

Parents suggested making greater use of social media

The pre-school will be maintaining a presence at the local fete to celebrate the Queen's Jubilee Year. Jacqui, Jackie and Caryl will be present in the garden area outside and will engage activities with visiting parents and children. The gate will be closed and monitored to maintain safeguarding. This is an opportunity to share with the local community.

ACTION: Manager to liaise with Caryl (who is strong with the use of technology) to look at developing Social media.

4. Finances

There are significant financial pressures (nationally) which are impacting Pre-school. There is an anticipated shortfall this year. It is anticipated that the increased hours for which the Pre-school is open and adjustments made by staff will mean that the Pre-school will become more financially sustainable into the future.

ACTION: The Manager to express heartfelt thanks to the staff from the committee for their support and willingness to adapt to new circumstances to secure the future for the Pre-school.

The accounts for year ended 31 August 2021 have been successfully audited and there were no action points raised

The staff were asked to leave the room so that committee could vote on staff salary increase

THE COMMITTEE AGREED UNANIMOUSLY TO INCREASE STAFF PAY RATES TO PAY NATIONAL MINIMUM WAGE AND MAINTAIN STAFF DIFFERENTIALS – OVERALL 6.5% INCREASE ACROSS THE BOARD

THE COMMITTEE AGREED UNANIMOUSLY TO PROMOTE CARYL FREEMAN TO DEPUTY MANAGER

5. Covid 19 issues

The Pre-school continues to operate within local and national guidelines. If children are unwell on arrival at Pre-school (or have tested positive) then parents are required to take the children home again. Pre-school is using outside learning as much as possible and taking precautions to ensure a safe environment

6. Premises

There were no additional premises issues at this point. The new Minister is in the process of determining a new rent to reflect the increase in energy costs. Jeff is booked to do some maintenance during the Easter holidays.

7. Staffing

Thanks to staff again for their ongoing support. Staffing is remaining constant at the moment

8. Committee issues

The committee has not been able to function fully due to Covid but it looks like we may be able to return to our schedule of face to face meetings in the future. One committee member (Laura) resigned. We thank her for her input which has been supportive and wish her family well in the future. We will be looking for a secretary to take up her position.

9. Feedback from Manager and staff on Pre-school achievements & challenges

This term has seen the Pre-school continue to develop across all areas. Jackie is now responsible for the 2 year olds and they are making good progress. Many of them have been emotionally needy but mixing with the older children and support from the staff means that they are more settled and confident.

The Manager is currently working on developing wider links within the local area – there are planned visits in the future and Explorer days continue to be very well received. The committee discussed asking parents for a voluntary donation to cover costs for a proposed library trip. The Manager has developed links with the local BUPA dementia home and, once safe to do so, will be arranging visits to share songs and small celebrations. The progress data on the children shows that all children (including SEND) are making progress. Outdoor learning and mixing of age groups has greatly enhanced learning and become increasingly child-led so that activities build on next steps through the children's own interests.