

Meeting MINUTES: Committee **Date:** 3rd May 2023 8pm

At: Willaston Pre-school, St Johns Methodist Church Hall

Attendees & Apologies

Committee Officers	Y/N	General Committee	Y/N	Staff	Y/N
Chris Taylor – Chair	Y	Kathryn Varo	Y	Jacqui Piaf	N
Kirsty Gollings – Vice Chair	N	Eve Kettle	N	Jackie Herring	Y
Ruth Chesters - Treasurer	Y			Caryl Freeman	Y
Cath Scales – Secretary	N			Ursula Maywald	N
				Others	
				Debbie Reyland	Y
				James Allen	Y

Apologies: CS, EK, KG

1. Welcome & Introductions

CT welcomed all to the meeting.

2. AOB

Ruskin Park football team are willing to undertake fundraising activities to support pre-school as well as volunteer to help in the garden. This is a fabulous and very generous offer. Pre-school to give a list of equipment/ideas to RC and RC will liaise with the team re gardening work especially weeding and painting the sheds. All of the adults involved are DBS checked. JH suggested that a new wooden gazebo would be useful over the mud kitchen and might be something which Jeff could construct – **DR to ask him to quote.**

3. Admissions

Completely full for the summer term.

Situation as at 30 Apr (Max spaces for Summer term, 24 AM, 16 PM) – 81% full

Most existing children confirmed their attendance pattern - two leavers to Little Acorns. Max spaces for autumn term (22 AM, 16 PM). 2 new starters so far (2 year old and 3 year old). 17 children will be rising 5s.

	Morning		Afternoon		Hot lunches
	% full	Spaces	% full	Spaces	
Monday	59	9	56	7	4
Tuesday	68	7	75	4	5
Wednesday	82	4	75	4	3
Thursday	86	3	61	7	4
Friday	82	4	75	4	3

We need to decide on term dates for 2023/24 – staff to make a decision based on their needs re INSET days. Weston’s dates look most practical.

3. Finances

Year ended 31 August 2023 – projected surplus of about £6,000. We are funding 1 to 1 supervision of 2 SEN 2 year olds from our own resources. Cheshire East SEN team coming Thur 4 May to assess these children and hopefully SEN funding will be forthcoming.

About £700 of EYPP will be received in this year - staff to consider how best to spend (STEM resources and Talking Turtles). List of immediate needs given to DR for purchase.

The recent Budget announced an expansion of the free funding scheme: 2 year olds with working parents will have 15 free hours per week from April 2024 – so capacity issue potentially. All children on our roll now will be 3 by end of March. There will be an expectation from parents that their 2 year old will be able to attend for 15 hours per week.

Younger children (9 months+) will have the same from Sept 2024 so doesn’t affect this year but will 2024/25

All children (with working parents) over 9 months will be entitled to 30 hours per week from Sept 2025 – affects 2025/26 but after any General Election so may not happen.

To set fees for 2023/24. DR suggested sessional rate of £16.95 (to keep it affordable), snack fee of 45p and hot lunch of £3.25. Some members thought we should charge more. KV very kindly offered to research fully the rates charged by local nurseries/pre-schools.

4. Covid 19 issues

Covid 19 policy to be revised in light of current conditions. Staff to agree the criteria which should apply for staff absence. Parents are being sensible about children's illnesses and keeping them off.

5. Premises

Jeff undertook all repairs as needed on 6 April and the new notice board has been erected. Other jobs required in the summer include repairs to the ramp and the reinsertion of the Perspex window for one of the sheds.

Matters for the church to address include the plug socket in the hall and the poor flushing of the staff toilet. DR to email Margaret.

Replacement freezer drawer – RC may be able to source – staff to let RC know make and model number of freezer.

6. Staffing

Looking forward to 2023/24, some staff have expressed a desire for us to offer our own inhouse hot meals. Staff to discuss to see what is practical.

Sports day date to be set.

7. Feedback from manager about pre-school achievements and challenges

JH talked about our recent fundraising for Cracker Jacks with a pyjama day, and how we raised £70 - thank you to all the parents.

Apprenticeships are progressing well and everyone is working together as a team.

Date of next meeting: provisionally 8pm Thursday 22nd June 2023 at pre-school