

Meeting MINUTES: Committee **Date:** 1 May 2024 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	N	Alice Niemczyk	N	Jacqui Piaf	Y
		Molly Mannion	N	Jackie Herring	Y
Ruth Chesters - Treasurer	N			Caryl Freeman	Y
Rachel Bridgett – Vice Chair	Y			Others	
Alexis Hesketh - Secretary	Y			Debbie Reyland	Y

Apologies: CT, RC, AN, MM

1. Welcome & Introductions

JP welcomed all to the meeting.

2. Admissions

Currently full until the end of the academic year. Numbers for September 2024 are starting to creep up, which is positive.

	Morning		Afternoon		Hot lunches
	% full	Spaces	% full	Spaces	
Monday	60	8	56	7	4
Tuesday	80	4	69	5	4
Wednesday	75	5	63	6	4
Thursday	85	3	88	3	4
Friday	75	5	63	6	4

Waiting list

2 more visits scheduled on 3 May and 13 May.

3 year old twins visited last week - may take 2 full time places.

3. Finances

Year ended 31 August 2023 – surplus of just under £5,000. Clean audit report.

So far this year (y/e 31 Aug 2024) – small deficit at Easter caused by SEN overrun (although we should be receiving a small pot shortly re another child). Probably small deficit for the year overall depending on SEN funding. Free funding from April will rise by 5.02% for 3 year olds.

DR discussed how the finances are starting to improve due to funding that has now been released from Cheshire East.

Discussion around the impact that being full can have on staff. This is due to the numbers and mix of children present in the setting. There can be varying demand from the children and the pressure that this can have on staff. DR reminded that when needed, additional staff could be brought in.

DBS check needed (and documents seen) for Laura so that she can be used for support when needed.

4. Premises

No current issues

5. Staffing and pre-school issues

Currently have a lot of children in the setting. Staffing ratios are still above minimum but the needs of some children are high and require more 1:1 working.

Enrichment – cookery club has proven to be popular this term with 11 children present. However, this comes with its own complications and staff feeling able to run it in a way that is beneficial, giving equal time to all. There is one SEN child on the enrichment. Given the number of children attending, some discussion was had around the availability of other staff to support. Other considerations need to be given to pick up times and possibly looking at quieter days if cookery is to be run again so that less pressure is placed on staff.

The setting does not currently use volunteers but may be something that could be explored if it was to support sessions taking place.

Achievements/Challenges - September 2024 Reception children can all count up to 20. The EYFS framework has been completed and looking at moving on to Reception. All seems to be working well and moving forward well. In the Butterfly Room the working ability of some of the children is approximately 8 – 15 months due. This can present challenges when posing tasks. However, there is a new starter who is very bright and is settling in well.

Portage – JP had filed a complaint about Portage and a visit that they did to the setting to observe a child. Complaint was about the lack of professionalism from the staff at Portage and what they were overheard saying to family members, as well as Preschool's own observations of how Portage conducted themselves when present

on site. JP has been contacted today (01/05/24) by the organisation who are going to have a meeting with those staff who attended Preschool. Feedback from the meeting will then be given to JP. In addition to this and in relation to the same child, the EHCP forum will be hearing about the child on 10/05/24 and ChECS are calling to speak to JP about ongoing/escalating behaviour.

AOB:

One of the children's dads works for a trampoline park in Warrington. JP has said that he is willing to let Preschool have the place for free as a celebration event for the children who will be leaving at the end of the year. There will be 18 children in total. It was agreed that a risk assessment needed to be carried out in regard to whether it was a viable option. We would also need to seek out genuine interest from parents about who would be willing to attend the trip.

Date of next meeting: June 2024