

Meeting MINUTES: Committee Date: 19 September 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	Y			Jacqui Piaf	Y
		Molly Mannion	N	Jackie Herring	N
Ruth Chesters - Treasurer	N			Caryl Freeman	Y
Rachel Bridgett – Vice Chair	Y			Others	
Alexis Hesketh - Secretary	Y			Debbie Reyland	Y
				Duncan Bevan	Y

Apologies: RC, MM, JH

1. Welcome & Introductions

CT welcomed all to the meeting.

2. Admissions

Situation similar to last year (Max spaces for autumn term, 20AM, 16 PM excluding SEN children). Overall 79% full. Currently Monday is less popular. Should be fine for this year and currently have a healthy waiting list.

	Morning		Afternoon		Hot lunches
	% full	Spaces	% full	Spaces	
Monday	60	8	63	6	7
Tuesday	85	3	94	1	10
Wednesday	75	5	81	3	8
Thursday	80	4	100	0	10
Friday	80	4	75	4	7

Waiting list

Possible new starter Oct – 2 year old – Mon to Thur full time

1 new starter Nov – 2 year old – 2 AMs

1 new starter Jan 2024 - 3 year old – 30 hours

1 new starter after Feb half-term – 2 year old 2 full days per week

2 new starters April

1 new starter June

2025-26 – 3 new starters so far

3. Finances

Year ended 31 August 2024 – surplus of just over £5,000. Audit to be scheduled for January 2025.

Rent is a major cost for the organisation as is staff wages. Staff received an extra pay rise in September and will receive their usual one in April 2025.

Phone line – forced into a contract with BT when previous supplier stopped doing the contract for businesses. There is currently 11 months left with BT. It is more expensive and we will be looking at alternatives when able to. Currently using mobile at £6 a month. DR has tried to contact BT in regards to the contract but they have not responded to any emails sent.

There are a number of new expenses as items have needed replacing – microwave, toaster, outdoor work etc.

DR stated that she feels that the team should be very proud of themselves and what they have been able to achieve. The preschool also has a large number of donations including toys and other items.

SEN children – require a lot of support. However, Cheshire East is still unable to tell DR how much funding every child will get. Cheshire East is behind on what is owed. On paper, we would be in deficit for the amount of hours that the children actually require. However, all children are managing to meet targets, we are managing to meet need whilst still managing to meet the needs of the other children/safeguarding.

4. Premises

There are a number of outdoor repairs that need completing. Jeff (handyman) has done these previously but they now need redoing. JP stated that one of the grandparents of the children has said that they can do the repairs for free. DB has also said that he will have a look at what needs doing and can fit these in.

5. Staffing and pre-school issues

Committee – parent/staff ratios are currently looking good. This is helped with DB and AB agreeing to join the committee.

Achievements/Challenges – JP reported that there have been some definite highs since returning this term. We have a lot of children who are above where they should be. It has been reported that there are lots of happy parents and children seem settled and happy. JP also reported that the hot dinners are going down well and seem to be well received.

AGM – needs to be confirmed likely 14 November 2024.

Date of next meeting: 14 November 2024