

St Paulinus Pre School
Annual General Meeting 2014

19, Ridgeway, Marlpit Hill
Wednesday 26th March

Present:

Vic Cousins (Chair), Mike Sinclair (Treasurer), Fe Westwood (Vice Chair), Sally Dyson (Secretary), Bill Stone, Annette Cousins (Manager), Maggie Sinclair, Lorna Stanley, Karen Smallbone, Claire Portman, Jacqueline Haley, Helen Timlin, Christiane Wood, Sandra Jobst, Martina Chmelikova, Amelie Berger

Apologies were received from Alex McLaren

Agenda

1. Minutes from last AGM

These were agreed as a true and accurate record.
Proposed by Mike Sinclair, seconded by Bill Stone

2. Matters Arising

At the time of last years meeting we agreed to look at the possibility of moving the Pre School to Nomads. This was actioned, but it was a difficult process. Although the surroundings and location were appropriate it was felt that it would cost a lot of time and money to upgrade the internal facilities to make them suitable for a Pre School to comply with Ofsted standards.

3. Treasurer's Report

The money that the Pre School receives from the Government is set by the number of pupils on roll. Each pupil that attends the school receives a set amount of money for every session that they attend. This pupil rate goes towards the staff salaries and the rent. The pupil rate has been frozen since 2010 and notification has just been received to say that there will be no increase for the next academic year. Therefore the higher the pupil numbers are the greater the amount of money the school receives. At present pupil numbers are very healthy. Currently figures are 75 - 80% occupancy. Higher levels of children also means higher staffing requirements and therefore the salary bill increases, however over the last year we have a surplus of £3000, which is very good indeed. We also hold sufficient in our reserves to cover any unexpected eventualities.

From time to time we receive grants for training and resources, and those received this year have been spend accordingly.

The outlook for 2014/15 is very positive.

4. Managers Report

An excellent year all round. A very good staff team and very supportive parents.
Various events were of note: Sports Day, Picnic, Harvest, Trip to Ladyland Farm, Christmas Fair.

The numbers are very healthy with 28 pupils on the books, 24 pupils attending every session. 15 children will be leaving in July, but there are already 18 children on the books for September.

There have been a number of staffing changes during the year.

Caroline Polley left at Christmas.

Emma replaced her, but family commitments forced her to leave after a very short period.

Vicky has subsequently joined and is settling in very well.

Vanessa also joined in September and is planning to do her training in the near future. Annette thanked her team for all their support over the year.

KCC gave the Pre School £2000 for extra resources, which the staff have enjoyed spending and the children are now enjoying the benefits of. Annette still has a few things in reserve for later in the year.

Annette will be retiring as manager at the end of the summer term. As yet there is no replacement for her. Options are being considered to find a replacement.

5. Election of Officers

Chair - Vic Cousins	nominated by Sally Dyson	seconded by Fe Westwood
Vice Chair - Fe Westwood	nominated by Mike Sinclair	seconded by Bill Stone
Secretary - Sally Dyson	nominated by Bill Stone	seconded by Fe Westwood
Treasurer - Mike Sinclair	nominated by Vic Cousins	seconded by Bill Stone

Bill Stone will continue as a Trustee for 2014/15 but has offered to stand as Treasurer for 2015/16

6. St Paulinus Centre

Update: The old library building has been sold for the second time, no one is clear who has bought it, but it has not been bought by the church. So at the present time there is no immediate danger of closure and the Trustees have not heard from the St Paulinus Committee for sometime. There has been no notice of rent increase.

7. A.O.B

Waitrose has now opened in Edenbridge and runs a green token community fund raising scheme. This enables local bodies to nominate themselves to be one of 3 organisations to benefit from a share of £1000 every month. It was agreed that all the mums should fill in the appropriate form from the shop so that we become one of these charities.

Due to the high numbers of children this year it has been decided that there will be no trip (this would require 2 coaches and that would prove too expensive) Instead Animal Magic will come into the Pre School with their selection of animals for the children to see.

Concern was expressed by 2 parents with children who are not leaving in July about the age of the incoming children. They were reassured that not all the new children were under 2, but it was also pointed out that it is nice for children to be at the top of the school for a while.

Annette also reminded parents that they ran an "open door" policy and if anyone had any concerns whatsoever about their child they would always be very welcome to come in and have a chat.

Discussion took place about a possible trip to Tonbridge on the train.

There was also discussion about replacing the stolen climbing frame.

Finally Fe Westwood thanked Annette and her team for all their hard work throughout the year.

The meeting closed at 8.50pm