

LANGTON MATRAVERS PRE-SCHOOL AGM 17TH SEPTEMBER 2008

Apologies – Lisa Hales, Lisa Weir, Hannah Burgess, Hannah Briggs, Joanne Drew, Sarah Paynter, Maria Robinson.

Present – Cassie Feltham, Lyn Gotch, Julia Cox, Pam Lander, Becky Moar, Kelly Fenech, Sam Turner, Gina Meadows, Melanie Field, Beverley Evans, Nicky Hunter,

Chairs Report –

We have had 2 Ofsted visits this year and on 21st May were awarded with a 'Good All Round' status which is fantastic. As part of the Ofsted changes we need to be working towards the Early Years Foundation Stage which the staff are currently doing and is on-going.

Staffing & Training –

- Derek (cleaner) has left and has been replaced by Jason.
- Sally left us at the end of last term and Becky joined at the beginning of this term, Becky is currently working towards her NVQ Level 3.
- We are still looking to recruit a new leader, Cassie has sent out 5 packs to interested parties and is currently in discussions with someone very interested in the role.
- All members of staff have completed Paediatric First Aid and Health and Safety training.

Website -

- Old site has been shut down and brand new one created by Matt Drew, who is going to administer it for us free of charge.
- We need to utilise the website more & keep it current by adding to it on a regular basis, any ideas or suggestions for content v. welcome
- The computer monitor has been replaced and we have a brand new hard drive waiting to be installed, also by Matt Drew.

Treasurers report

- 2007 income £61,809, expenditure £57,482
- Current account in credit, financial position healthy, holding £1500 contingency in addition to sufficient funds to cover all bills up to year end
- Fundraising balance £5173, comprising £2500 restricted funds for awning, and £2673 unrestricted funds

Fundraising –

Previous –

- Last Christmas' 'Taste of Christmas' at Encombe was a huge success, however as it is being sold so we won't be able to use it as a venue this year.
- The Mothers Day Cream Tea held in the scout hut and the children's tea towels, organised by Melanie Field, were a success.
- The Christmas party for the children was a great hit, organised by the pre-school staff with outside entertainers.
- The summer outing on the steam train & picnic at Harmans Cross, organised by Kelly Fenech, was a great day out for the children and raised money with tea & cakes.
- We also received donations from the Conservative Club, By The Seaside, the Swimathon & Nicky Hunter's Jewellery party.
- The fashion show had to be cancelled unfortunately due to a date clash with another one in Swanage.

Ongoing / New Ideas -

- Focussing on the outside area we are still aiming towards £2k for the awning (of which we have written to the governors about and can proceed with), we have also replaced new bikes and bought new planters.

- Sure Start – Beverley Evans has been liaising with Sure Start regarding a small grant (£5k cap) to help towards the cost of the awning & other pre-school equipment, Beverley has written up a proposed Business Plan of which she has given copies out to members of the committee & pre-school staff who are to look at the Business Plan and return them to Beverley with their comments at the next committee meeting. Once the Business Plan has been finalised & we have received the relevant financial reports the application form can then be sent to Sure Start (Target before Christmas)
- Kelly Fenech suggested a Table Top Sale with Tea & Cakes & a raffle to be held in Langton Village Hall before Christmas, Kelly to arrange a date with Shirley Priddle for the hall and publicise the event in the Dubber and posters / flyers - Kelly Fenech to action.
- Melanie Field suggested a quiz night at the Anchor, Cassie to contact Richard at the Anchor.
- Cassie Feltham suggested a Bonfire party fundraiser, need to check out Health & Safety legislations to assess feasibility first. Cassie will contact Paul Loudon re: possible venue, alternatively Sam to contact Mickey Murray.
- Kelly Fenech suggested an Abba theme night / 70's / 80's Disco night to be held at the Kingston Courtyard in the new year, need to contact bands / DJ and venue to assess availability – Kelly Fenech to action.
- Julia has given Cassie copies of a 'Coffee break quiz' to sell at 50p a sheet.

Committee –

4 of the 6 members from the previous committee have stood down due to their children moving up to Primary School which left us with spaces to fill. We needed 5 committee members to continue running and are pleased that we have a new committee team.

Cassie Feltham – Chair
 Kelly Fenech – Treasurer and Acting Chair
 Sam Turner – Secretary
 Gina Meadows – Committee Member
 Lisa Hales – Admissions Secretary

For all parents who don't want to be a member of the committee but would like to play an active role they can put their names down on the 'Helpers List' which will be situated in the foyer of the Pre-School.

AOB –

- Lyn has suggested an outing to Leeson House for the children, they provide the minibus and the children get to learn about wildlife and plants within their local community. Will look into the possibility of doing it as a summer outing next year.
- The extension roof needs cleaning – Sam Turner to contact Window Cleaner.
- The guttering needs cleaning out & the plastic pinnacle of the extension is broken and needs fixing / replacing – Sam Turner to action.
- Broken wooden children's seating in the pre-school, Julia's father has previously mended and will again but need to look at more substantial furniture.
- Subject of 2nd hand goods brought up, we can accept 2nd hand furniture (maybe go to baby / children's 2nd hand sales locally with a specific list), craft materials & toys providing they are in good condition and fire retardant, will start an equipment wish list to put up at pre-school and include in the Dubber.
- Will start to submit a monthly piece in the Dubber to include the wish list and update on the children's activities and advertise upcoming fundraising activities – Sam Turner to action.
- Pizza making outing at the Old Brick Pizza Company in Swanage for the children, need to look into the possibility of getting the children to Swanage, Sam Turner to liaise with TOBPC re: times & dates & if approved write letter to parents for permission.

Next committee meeting to be held on Wednesday 1st October at 8pm
 Venue – Kings Arms, Langton