



## KIDMORE END PRE-SCHOOL

Parish Room, Wood Lane, Kidmore End, Reading, RG4 9BB

[www.KidmoreEndPreschool.co.uk](http://www.KidmoreEndPreschool.co.uk)

Registered Charity Number 1046030

# ANNUAL GENERAL MEETING, TUESDAY 16<sup>th</sup> OCTOBER 2012

Present: Gemma Malaperiman, Elizabeth Chandler, Sian Allen, Caroline Aldridge, Sue Peck, Louise Lee, Louise Wood, Sarah Watts, Tara Gibbon, Nicky Liddon-Horncastle, Kenneth and Natasha Grant

Apologies: Diana Hvass, Rachael Schmidt, Sonia Matthews

<b>Introduction</b>
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<b>Action</b>
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The chair, Gemma Malaperiman, welcomed everyone to the meeting.

**Minutes of Last Meeting**

The minutes of the last AGM on 1<sup>st</sup> November 2011 were agreed and signed off. GM proposed that the minutes were signed off, and this was seconded by Sian Allen.

The following committee members are stepping down from the committee:

Jane Topham, Gemma Malaperiman, Suzi Primrose, Ann Day, Joanna Martin. GM thanked them for all their hard work.

GM proposed that the remaining committee members, including

Sian Allen - Treasurer

Louise Wood - Registrar

Louise Lee – Staff Liaison

Diana Hvass - Secretary

Sonia Matthews – Parent Rota

should continue on the committee. This was seconded by Sue Peck, and unanimously agreed.

GM proposed that the following should be voted onto the committee:

Rachael Schmidt, Sarah Watts, Natasha Grant - Fundraising

Sue Peck – Party Planning

Julie Greenham - Silent Auction

Tara Gibbon - Marketing

This motion was seconded by SA, and unanimously agreed.

SA proposed that the new Chair, Elizabeth Chandler, should stand and this was seconded by Louise Wood. EC was unanimously voted in as the new chair, subject to her ‘Suitability interview’ with the outgoing chair, GM.

It was voted unanimously by all to re-adopt the 2011 PLA constitution. This was proposed by SA and seconded by GM.

SA proposed that we readopt the policies, and this was seconded by Louise Lee. In line with the new EYFS, our current policies will be updated throughout the 2012-13 academic year.

GM, EC

All

**Chair’s Report**

Kidmore End Pre School had a successful year in 2011/12 with as many as 29 children on the register in the Summer Term.

### **Staff**

Our dedicated team of staff continues to be led by Nicky Liddon-Horncastle, along with Belinda Gross as her deputy and the rest of the team, Tanya Marshall, Claire Ashley and Sarah Cleall who all worked hard throughout the year to make pre-school as welcoming and as happy a place as possible for the Children. We are also lucky to be able to pay a business manager, Caroline Aldridge who does much of the admin for the setting.

The pre-school is lucky that the whole team is qualified to level 3 or higher, this is the gold standard for settings such as ours and the committee and parents appreciate the high level of professionalism within the team.

### **Financial Position**

As a charity it is accepted that KEPS should not be making big profits however our treasurer Sian Allen has worked hard to ensure that the pre-school has acted with prudence over the last couple of years, putting us in a strong position to cope with falling income levels as government funding is increasingly under pressure along with any fluctuations in the number of children on the register.

Like all similar settings Kidmore End Pre School struggles with the numbers of children on the register in terms 1 and 2 every year, this has been particularly evident since the removal of wraparound care for the younger children starting at Kidmore End Primary School 2 years ago. We therefore will always run at a loss in this term and it is therefore imperative to continue with a position of prudence throughout the year.

### **Links with Kidmore End School**

The excellent links with Kidmore End Primary School continue for which we are very grateful to the head teacher Mrs Maul and the Early Years teacher Mrs Szmaglik. Their support of the summer term visits for the children due to attend BIG school have been appreciated. These visits are an invaluable way to help the children settle into their new environment quickly come September.

### **Fundraising**

Our major annual fundraiser - the Easter Egg Hunt – was staged just before Easter, this year using the new Kidmore End Cricket Pavilion. We had a good turnout and great support from the family members and staff which resulted in an amount raised of well over £2,455. This was incredible for a small preschool such as ourselves and can only reflect the enthusiasm, good will, hard work and sense of fun that the pre-school receives from all involved.

The pre-school also supported the School events of the Christmas and Spring Fayres, a good way of fostering the community spirit which is right for our village pre-school.

Pre-School was also lucky enough to apply for and be granted a business development grant of £200 from Oxfordshire County Council this year which was used for the rebranding of the pre school logo and associated marketing material and printing of flyers and business cards to increase the awareness of our small pre-school.

The annual, paid-for day out, this year coinciding with the Barnardos Big toddle at Beale Park was another great success. Everyone had fun and it is a good opportunity to thank all the children and their adult helpers for their support over the year.

### **Committee**

At the end of the Summer term we had a lovely end of term party for all the children and all those leaving were presented with a book to remember their time at pre-school. We also said goodbye to several committee members;

Suzie Primrose

Ann Day

Joanna Martin

Jane Topham

New Committee members have luckily come forward including those that have been voted in tonight.

We thank them for volunteering to help with the running of pre-school and I wish them all the best, I'm sure they'll enjoy their time.

On a personal note I have really enjoyed my time at the Pre School and my children and I remember our time with great fondness. I wish Kidmore End Pre School a long a happy future.

### **Treasurer's Report**

The calendar year 2011 was an exceptional year for the pre-school, with increased fee levels and successful fundraising, giving rise to the largest surplus on record! As with previous years, the funds on deposit originate from the original lottery grant made to the pre-school. As a general rule, the Treasurer seeks to maintain sufficient funds on deposit to cover two terms worth of fees and this has been achieved for the last two calendar years and should also be achieved in 2012.

So far in 2012, the Pre-School's net income is down on this time last year. This has been due to a combination of a reduction in funding and the fact that we had some available spaces during the Winter term. Our breakeven number of children is very close to the capacity of the preschool and this means that there is always a fine line between profit and loss. The register for Autumn 2012 shows once again that the preschool has capacity and we are grateful for a successful 2011 to carry us through this difficult period. Going forwards our priorities must be to fill the preschool to capacity wherever possible and advertising must be a priority.

### **AOB**

Tell everyone to help to fill the register.