

MINUTES OF COMMITTEE MEETING

15/5/14

ACTION

1. **Present:** Michelle Lawfull (Chair), Jonathan Williams (Vice Chair), Erica Corbett (Secretary), Lisa Smith (Pre-school Leader), Ruth Mattison (Administrator), Terry Warren (Pre-school worker)

Apologies: Janet Cushing, Kitty West, Lucy Johnson, Tina Daniels

2. The minutes of the last meeting (27/3/14) were agreed.

3. **Pre-school Leader's Report:** Lisa thanked the Committee for the Spring Fete. Vicki started on 23rd April. She is already familiar with the day-to-day routine, and after half-term she will be getting involved in planning. From September she'll be lead key-worker for 2 year olds (there will be four 2 year olds in September).

Sports day will be on Weds 11th June in the afternoon. Parents can come to watch, and the Committee will do a 'cold drink afternoon' (rather than a coffee morning).

Transitions and visits to schools and nurseries will take place next half term. Ofsted still haven't been. If they haven't come by September we will request an inspection, as we could get more funding due to improvements in quality since the last inspection 5 years ago. The last Ofsted rating was 'satisfactory', so we need to achieve a 'good' or 'outstanding' rating.

4. **Administrator's Report:** Still 28 children in the setting. At the moment 12 children are staying, and there will be 2 funded 2 year olds. There are places for two other funded 2 year olds. Ruth is currently taking children whose birthdays are in September, but no further at the moment. There are now 26 children on the waiting list. 20 children who were on the waiting list are going to other nurseries.

The New Parents' Meeting will be on Wednesday 10th September at 1pm. The Committee will do drinks and provide information about the Committee. Children start back on Monday 8th September, with new children starting from Thursday 11th.

5. **Treasurer's Report:** We have £12,586.10 in the current account and £35,410.66 in the deposit account. The £135 cost of the leaflets for the fete can be offset against general advertising, rather than being taken out of the fete money.

6. **Spring Fete:** The overall total raised was £297.95. This is not as much as in previous years but the fete wasn't as busy as it has been in the past, possibly due to the weather forecast. There were far too many leaflets, and although it is a good way to advertise the fete and the Pre-school we should order fewer next year. It was suggested that next year we should do food rather than just cakes, as this can make a lot of money. Bacon sandwiches would be easy to do. We could also have a bar, and wouldn't need a licence as long as we ask for

ML

donations (we can suggest an amount) rather than charging people. We could get something that will be a big draw for people, such as a fire engine. A poster will be done with how much we have raised and what it will be spent on.

EC

7. **Fundraising ideas:** Quiz night?

Photos? Lisa has a friend who will do it for free. If not before then definitely for Christmas. Michelle could do a group photo for the end of term to sell to parents.

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8. **Spending:** Janet has looked into spending some of the fete money on an 'animal experience' day, which will cost around £200. The Committee approved this. Lisa would like to buy some new 'home corner' screens with the rest of the money.

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Awnings: the person who Michelle knows has quoted less than the original quote. The cost ranges from £3,600 to £4,500. There are 3 different prices. The quality is the same for all of them, the difference is for how it looks when it is closed. It will have a remote control, and is self-retracting in strong winds. Ken from the Church has verbally agreed. We will write to him formally to get written permission from the Church. Lucy is to check the figures, but in principle the Committee has agreed to have the awnings.

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Lazy Lawns: 3 different prices ranging from £6,400 to £7,000. There might be a grant available to help with this cost. It is a lot of money but would potentially be a huge benefit. Mowing the grass and keeping the weeds at bay are ongoing problems that the Church does not attend to as much as we would like. Gill is to be paid for one day next week to sort out the weeds (the nettles are a problem at the moment).

The awnings will be sorted out first, then we will look at the possibility of Lazy Lawns.

9. **Diary Dates:** Coffee morning: Tuesday 20th May.

Sports Day: Wednesday 11th June.

Curry night, tba.