**Strictly Confidential**

**Branston Little Pickles Pre School Committee Meeting Minutes – 28th November – 7.30pm**

|  |  |  |
| --- | --- | --- |
| **Agenda Item** | **Key Points Discussed** | **Actions** |
| Attendance (At setting & Zoom) | Holly, Jodie, Kate, Elizabeth, Sarah, Alison, Michelle, Keeley, Mrs Shaw and Mrs Cook |  |
| 1. Apologies | Dan & Melissa |  |
| 1. AGM | Chairs Note   * Introduced the room * Update on changes and challenges and took opportunity to formally thank the team and those on the committee who have taken time to support the setting. * Update on the changes in the settings, with all the new and improved aspects that have been done over the last year. * Update on the changes within the committee - new members and old leaving. * Improvements with staff training and an update on staff. * Update with BP – changes with staff and improvements on the site. * A big thank you for the support from local companies. |  |
|  | Treasurer’s report   * Increase in utility, food and the hike in the national living wage a price increase was agreed for families for 2022/2023. * Thanked everyone for their understanding. |  |
|  | Financial Report   * Bank Balance: £30,341.75 * Fundraising: small fundraisers returned with bigger projects planned moving forward. * 2022 income 176,396 compared to previous year £130,977. Expenditure £170,277 compared to £142,697. Net Income of £6,119. * Staff costs £122,988 of which approx. £4,400 were pension costs. * Spending: snack, rejuvenation of the under canopy area (previous manager) and resources for both preschool and the before and after school club. * Focus remains on building the savings back up to ensure we are fit for the future in costs and unexpected costs. Reserves to be around £35,000. |  |
|  | Re-Election of the trustees   * Chair – I would like to propose Holly as Chair, Alison seconded * Trustee - Alison * Trustee - Dan * Trustee – Sarah * Trustee – Elizabeth |  |
| 6. | Election of new committee members:   * Melissa MacDonald * Michelle Margrett * Keeley Cook |  |
| Meeting closed | 20:20 |  |
| Date of next meeting | TBB 2024 |  |