



## MINUTES

### Annual General Meeting

Monday 23<sup>rd</sup> September 2019 7.30pm

#### 1. Apologies for Absence

Present: Sarah O'Toole (Pre-school Manager), Adam Gater (Chair), Lucy Pemberton (Secretary), Teresa Steele, Zoe Pearce, Vicky Carter, Jo Harley, Natasha Coon.

Apologies: Sarah Allen, Roshni Tamang Mitchell, Lorraine Molloy, Rob Adams, Caroline Peach, Kate Coles, Hannah Shaw, Kelly Tardivel

#### 2. Chair's report

This is Adam's 4<sup>th</sup> year as chair. In the last year we have installed a new kitchen, had the logo overhauled and new signage installed. The contingency fund is back up to our desired amount. Adam highlighted that we need to address the location of the pre-school and what we do in case the brewery decide not to renew our lease. AG thanked everyone for all their hard work over the last 12 months.

#### 3. Manager's Report

Sarah said that we had 24 children go to school in July. We have 26 kids on the books already for this year. Carnival: Thank you to Zoe for organising the trailer from Kittows for the carnival and thank you to Kittows for the loan. Sports Day: The ecomedals at the sports day were well received and much nicer than the plastic medals from a supermarket. Sarah said that the last contingent of children was lovely, and the new lot also seem very nice. We have 2 new members of staff which are both working out well. The parents this year are really supportive and so far, all the children who are here are all on recommendations from other parents. We have a new addition in Bonnie the dog. All the children really love her and she's great for keeping the children and SO comforted.

#### 4. Financial Report

Things are good with the invoicing and we're very on top of it. July last year 2018 – all money owed was paid. £481.25 outstanding at the moment but that is generally for one family. The contingency fund is back up to our desired limit. Financially we are very flush. Sarah O thinks that we are better off due to the 30 hrs funding.

#### 5. Re-elect current /elect new committee members (trustees)

Roshni Tamang Mitchell and Lorraine Molloy have stood down from the committee as trustees.

Re-election of current committee members: Jo Harley, Vicky Carter, Teresa Steele (staff rep), Sarah O'Toole, Rob Adam, Sarah Allen, Zoe Pearce, Kate Coles. Proposed: Adam Gater, Seconded: Lucy Pemberton

Election of new committee members: Kelly Tardivel, Natasha Coon. Proposed: Adam Gater, Seconded: Lucy Pemberton

#### 6. Re-elect current/elect new office roles

Chair: Adam Gater Proposed: Zoe Pearce, Seconded: Vicky Carter

Secretary: Lucy Pemberton Proposed: Zoe Pearce, Seconded: Vicky Carter

Treasurer: remains vacant for now

#### 7. Re-adoption of the Constitution

The committee re-adopted the constitution. **Action: LPE to disseminate the constitution to the committee.**

#### 8. AOB

None

#### 9. Date of next AGM - Tuesday 22<sup>nd</sup> Sept 2020 at 7.30pm