

Pre-school Committee Meeting

21.06.22 at 7.30pm

Sarah (Chair), Tracey (pre-school Manager), Jo (Secretary), Rob, Harley, Hannah

Apologies: Lucy (admin)

	Minutes	Action
1	<p><u>Manager's Report</u></p> <p>See separate report</p> <p>Agreed to send Seb a letter of thanks from the Committee</p> <p>Discussion if it would be worth taking on an apprentice in future. Need to consider costs and hours etc. Apprentice would not be in ratio.</p>	
2	<p><u>Financial Report</u></p> <p>See separate report</p>	
3	<p><u>Staffing</u></p> <p>Seb is leaving at the end of the month. He has been a great asset to the pre-school. He will not be replaced though for now because it is so close to the end of term.</p>	
4	<p><u>Charity Commission Report</u></p> <p>Sarah has drafted the return and will circulate. Jo will email around to the committee for checking. Everyone to review and Sarah will submit it by the end of the month.</p>	Jo/Sarah
5	<p><u>Maintenance Hit List</u></p> <ul style="list-style-type: none">● Garden - Fence needs fixing and and brambles need removing - Tracey to suggest dates for a working party for the summer.● Toilet quote - £1,200 - need to fundraise for this and in the meantime a high level lock will be installed so that the children can't use this toilet.● Hole in kitchen ceiling needs to be plugged - Seb to do this before he leaves	Tracey
6	<p><u>Par Carnival</u></p> <p>Theme - Mad hatters jubilee tea party - Walter baileys are supplying their small truck -</p> <p>Parents can come in to make costumes, Tracey to send details of when - parents to make their own children costumes. Tracey to put out a post on the facebook and send costume ideas.</p>	Tracey
7	<p><u>End of Term Plans</u></p>	

	<p>Plan to follow term dates of Tywardreath School from now on - 22nd will be the last day in Pre-school for summer term.</p> <p>Leavers party and sports day will be on the beach on Monday 26th July</p> <p>Tuesday 27th July - staff training and supervision day.</p>	
8	<p><u>Dates for the Diary</u></p> <p>Future fundraising ideas - Halloween disco + quiz night in a pub</p> <p>Next meeting will be the Sep/Oct Meeting and AGM</p>	