

Minutes of Croft Pre-School Committee**(Meeting 72)****Date:** 18th September 2018**Location:** Skelton Crescent, Market Weighton**In attendance**

Gemma Charlton, Jennine Cooper, Carolyn Stocker, Yvonne Wright, Stephen O'Neill, Lucinda Hemingbrough, Louise Cornell ,

Apologies

Jane Holmes, Nikki Preston, Lynn Milson, Laura Cavanagh,

1) Approval of Minutes

Last meetings minutes were approved and actions were reviewed and discussed.

2) Treasurer's report

The 2017/2018 accounts are almost finished, SO is awaiting the last pieces of paperwork to complete it. It is showing that for that financial year Croft made a loss. The income with funding fees and parents fees are looking better for September 2018. So has looked at the spreadsheet and more costs have been spent on payroll as there was an increase in hours. SO will ask Ali for confirmation of the pension increase so this can be added to the budget sheet. £1000 more was spent on the rent for the building as it tried to open longer hours but this wasn't financially able. SO/GC/YW will check with JS what the rent arrangements are as Croft gave a contribution to the building and was given discount on the rent. GC will speak to JS regarding possible rent increases to this can be added to the budget spreadsheet.

3) Pre School Managers report

YW has asked if Croft are able to purchase a paintdryer so this prevents the childrens work dripping. The price is £144.00 + VAT. The committee voted to a Yes vote so she will look into purchasing. Croft are awaiting for the money to come through from Tesco's blue token scheme. The new policies have come through, the committee will need to read & sign the policy referring to the New Data Protection. YW would like to purchase the new updated policies from the PLA they are priced at £16 for People Management, Whistle Blowing , Supervisions & Financial. YW will look into buying. If there was any questions they would be answered by LOCAL. Croft will be doing a Macmillan coffee morning to raise money for charity, cake donations will be required. YW has asked if the committee will agree to buying new dryers in the toilets, this will be looked at at a further day. The staff have asked if payslips can be given out a couple of days before payday so they know the amount they will receive. YW will speak to Ali. YW has an old printer that isn't used anymore, if anyone would like it let her know, she will look for the CD for it, she will ask NP if she would like it for the role of secretary. Croft require more text credits to communicate with parents, the company that is currently used are not willing to send invoices for the amount Croft are spending, the suggestion was made perhaps another company would be better. Croft will be running Bags for School and will advise parents of the dates.

Mini's

New families have been attending, they have heard about Mini's from Facebook.

4) AOB

LC has suggested as part of the fundraising to do a different 'Theme' every half term, Valentines Day, Christmas, Easter. A big hamper will be made up for Christmas, the staff and committee will provide gifts. A disco will be looked into later on in the year perhaps have a 'Valentines' Disco. It was suggested that Croft to run a craft fair before Christmas It was suggested that a fundraising donation box to be put outside the room or a see through tube so the children can see how much money is raised. YW will give the children full smartie tubes so the children can put change in the empty tubes and return to Croft.

Item no	Action	Owner	Due Date
72.0	Ask Ali for confirmation of pension increase in outgoings	SO/YW	Next Meeting
72.1	Check current rent agreements-to check with JS	YW/GC	Next Meeting

72.2	To purchase new policies	YW	Next Meeting
72.3	To ask Ali if payslips are available earlier	YW	Next Meeting
72.4	SO to purchase a Geleto voucher	SO	Next Meeting
72.5	To do slips in the invoices to ask for extra donations	SO	Next Meeting

Actions from previous meeting

Item no	Action	Owner	Due Date
71.3	Personalised gifts for Christmas-to contact Bellisimo regarding bags & T Towels. The pottery shop can do tiles for the childrens hands and will work out a price.	LH	Next Meeting
69.3	ID and DBS checks to be started	LC	Next Meeting

Next Meeting 6th November