

Brant Broughton Pre School Committee Meeting **Tuesday 26 February 2019 at 7pm**

Attendees - Neal Lyon, NL (chairperson), Joules Roach, JR (committee member), Alex Palfrey, AP (committee member) Sally Harper, SH (manager), Emily Harper, EH (staff member)

Not enough Committee members to hold formal meeting. Informal meeting held. NL opened meeting with apologies at 7pm.

- NL explained about the meeting that was held with governors of the primary school. He had put our merger idea across to them, having given them the appropriate accounts and an explanation of where the Pre school currently stands financially. They required certain information and asked for some items to be rectified.
 1. Staff contracts
 2. PAT testing certificates
 3. Asbestos report (pre school will have to pay for one to be carried out.)
 4. Fire safety aspects, including emergency exits. (the removal of the disabled access ramp and steps putting in needs to be carried out)
- The committee members that have not wanted to continue with their applications need to be removed from list.
- New rounds of funding for 2/3/4 year old children will start in April 2019.
- Numbers of children have steadily increased and there are more that have enquired for april. There have been new 2 year olds, which have affected staff to children ratios. Katie is aware of prospective children and will account for in forecasts.
- SH explained about the extra activities that they were bringing into pre school to encourage extra sessions from some children and also to boost different types of activities that pre school offer. These include Forestry School on a Wednesday morning, trips to be confirmed eg Fire Station, Library Trip. A spring planting session has been organised. Soccer tots had also been booked as a taster session. There is also a squares game that has been put together for Easter by staff, prizes being eggs and soft toys, (charge of £1 per number, 50 numbers) which will raise a little extra funds.
- Fundraising - Family Quiz afternoon. 11 May 19. Brant Broughton Village Hall.

1. Lots of ideas for questions and how to make it fun for all of the family, including craft ideas and making things. SH and EH to think of some ideas for the children.
 2. Raffle/silent auction with high end products. Need to put ideas together for businesses and organisations to contribute. All.
 3. Food shall be included in the entry fee. Picnic idea with sandwiches, cakes, crisps etc. This hopefully will be donated by local businesses. We need to put together a list and letters for this, JR normally sends out.
 4. Need to decide how much to charge as we would like maximum turnout. Set price per team. Number of team members 6.
 5. NL to enquire about booking the hall.
- Bag packing AP to enquire about.
 - AP to ask Chris about removal of ramps and disposing of wood asap at a weekend. SH to ask Mark for quote on making new steps for rear fire exit.
 - **Next meeting to be held 12 March 2019 @ 7pm at preschool.**