

Committee Newsletter

WELCOME

We are now well into the school **year**. We would like to welcome new parents as members of Tarvin-Pre-School Nursery Limited. As a registered charity, we operate with a committee, and all families are invited to become members of the Nursery, entitling them to attend meetings and vote on resolutions. .

Here is an update of what has been happening behind the scenes, plus a summary of the accounts, and a synopsis of what was discussed at the last committee meeting on Thursday 29th October. As always, if you have any questions or would like further information, please contact a committee member or leave a message with the nursery staff, and someone will be in touch.

AGM

The AGM took place in the school on the evening of the 22nd October where the accounts for the previous financial year ending 31st July 2009 were presented by your treasurer Chris Rigby. There were three headlines messages from the figures presented below:

Raw Figures

Income	£110,684.35
Expenditure	£113,042.40
Total	-£2,358.05

Excluding New Building

Income	£110,684.35
Expenditure	£102, 149.70
Total	£8,534.65

Excluding New Building, Access Grant and Main Fund Raising

Income	£89302.30
Expenditure	£93,018.13
Total	-£3,715.83

1. The school made a loss last year
2. There was a "one-off" expenditure in the replacement building that would otherwise have made the school profitable
3. Without the support of the fundraising efforts of Gill Bird, Sharon Rigby and all the parents, which brought in almost £10,000 last year , the school would not be able to continue to offer the wonderful range of activities for the children without raising the fees.

Committee Positions and a Summary of Responsibilities

Some of the members of the committee decided to stand down at the AGM and we would like to extend our very sincere thanks to:

Chair - Ceri Blockley

Assistant to Treasurer – Penny Lloyd-Watts

Fundraising team – lead by Gill Bird and Sharon Rigby

The following persons were elected to serve the committee for the following year:

CHAIRPERSON - Andrew Foster

The position of Chair is to provide a supportive role for Lyn and her staff as well as co-ordinating and supporting the efforts of the fund raising team.

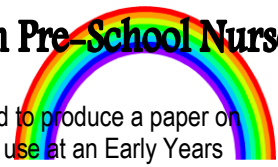
VICE CHAIRPERSON – Emma Winward

This role is to support the chair and take on the role in the absence of the chair.

COMPANY SECRETARY – Hayley Pawlett

Responsible for making sure the Company Books (a log of Directors, Members, Minutes of AGMs and Special Meetings) are kept up to date. Certain forms have to be completed and returned by certain dates, and notices of AGMs etc have to be sent out and worded in a certain way.

TREASURER – Chris Rigby



The Treasurer's role is mainly in planning and management such as setting budgets, fees, and wages and presenting the accounts at the half termly committee meetings and AGM.

PROPERTY – not appointed

We need someone to ease the burden of finding trades people to do maintenance jobs. This position is ideal for someone who has contacts in the building / plumbing / electrical / carpentry trades.

FUND RAISING – Katy Perry

Katy has very kindly agreed to get the ball rolling for this year but is not going to take on sole responsibility for the co-ordination of fund raising. This group meets independently to the rest of the committee to discuss ideas. They welcome all the help they can get, so please look out for letters asking for help and support, and please try to attend some, if not all their meetings. The fund raising team are a warm and friendly bunch, and without them the Nursery could not continue. You will find a summary of the fund raising accounts for the previous financial year at the end of this newsletter.

Directors & Committee Members

As a Limited Company and a Registered Charity, we have to have a Board of Directors, a Committee and Trustees. Any parent/guardian can be appointed a Director, (subject to certain criteria) or become a Committee Member, so if you are interested in becoming involved, especially if you can bring some professional expertise to the post, then please speak to Lyn or one of the Committee Members. Your help and support in filling these positions on the Board and Committee is vital for the continuation of the Nursery, so please help where and when you can.

What is Tarvin Pre-School Nursery Limited?

Many of you do not know the history of the Nursery, and have no experience of the Nursery in its earlier, more meagre days.

The Nursery has developed from a small playgroup, offering four two hourly sessions per week, to the well run, highly regarded organisation that it is today. In the early days Resources were sparse, the building (only one room then) had to be replaced, and the staff ratio was so tight, that if a parent helper did not attend, the Nursery could not open.

Previous Nursery Supervisors did a wonderful job, but it has been Lyn who has dramatically changed the Nursery. As she said "My vision was to improve the facilities, ensure there was an age appropriate curriculum where children came and enjoyed their time at Nursery. To ensure that the staff were well trained and valued." This has certainly been achieved, and we can only continue to deliver these high standards, with the total support of the parents, Committee and fundraisers.

You may not be aware but Tarvin Pre-School Nursery has a first class reputation and is described as a "Flagship" Nursery throughout Sure Start. We are described as forward thinking and an example of "good practice". The Chief Executive of the Pre School Learning Alliance came to see our Lunch Club

"in Action", and Lyn was invited to produce a paper on developing the Lunch Club for use at an Early Years Conference. Other Pre-Schools regularly come to visit to see how our Lunch Club works, and we have been asked to allow staff from other Nurseries to work alongside our staff to observe our good practice.

All our staff are qualified or taking qualifications, and they are constantly attending courses and training sessions to update their skills. *Develop Lyn's degree etc*

Fundraising

Fund raising contributes to the daily resources required by the Nursery, as well as more specific items of equipment. As already stated, this is essential to the future welfare of the school and in the coming year there are a number of "big ticket" items that we would like to be able to deliver namely:

- ◆ Replacement and extension of the existing kitchen
- ◆ Creation of a new emergency access
- ◆ Renewal of the access ramp
- ◆ Recovering of the floor in the main play room
- ◆ Installation of a burglar alarm



Fundraising has enabled the Nursery to put in place significant changes over the years but the on-going pressure on the fundraising team is immense, and their contribution to the running

of the nursery is crucial.

Thank you to every one who helps, whether by bringing in donated items, organising events, or just supporting us by buying cakes from our cake sales.

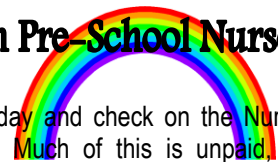
Wider Community

As working parents we know that the continual appeal for help and donations becomes tiresome, and the Committee is aware that we have to spread our appeals further afield, to gain support from the wider community. We welcome help from anyone who has a few hours here and there to spare, such as retired residents or non-working adults or students who would like to come into Nursery to read to the children, help with baking and washing up, or get involved with fundraising or help with DIY and maintenance.

(All volunteers will have to be CRB checked to comply with child safety criteria).

A Thank You to the Staff

We have a brilliant team of Nursery assistants working with Lyn who have taken on much of the administration previously done by Committee Members. They are all hard-working, dedicated, and above all committed to continually improving the standards achieved by the Nursery.



The staff are our greatest asset, and as parents, we demand the highest standards from them. They have a huge responsibility for our most precious possessions, yet many of them could earn more in other jobs with less responsibility. They are all qualified or taking qualifications, and are continually updating their training by attending courses throughout the year.

They have to prepare for craft sessions, purchase supplies, attend curriculum, key-worker and staff meetings, set up the Nursery before the beginning of each half-term, clean the

Nursery at the end of each day and check on the Nursery (and pets) during holidays. Much of this is unpaid, and without their level of support, the Nursery could not continue.

Our wages bill is large and has increased this year as we have allocated some paid time for staff to perform administrative duties. I am sure you will join the Committee in expressing our appreciation and gratitude to the staff for all their hard work, dedication and enthusiasm for the work they do.

Fundraising Analysis for 2008-9

Chester Races Collection	1846.51
Sponsored Walk	1400.70
Match funding from MBNA	1214.00
Halloween ball and jars	1146.03
Tarporley Rotary Club donation	1000.00
Casino night	800.00
Raffle and Jamie Oliver Evening & Bear	449.50
Xmas market, Santa letters and puds	376.92
Chester walls run – Match Funding	298.00
Cycle ride & Scavenger & Rag a Bag	268.49
Dad's football	249.40
Jewellery party	225.83
Wine tasting & body shop	131.50
Art exhibition	131.50
Cake Sales	296.37
Commission – photos, videos, book club etc	66.42
Other	26.78
Total	9,930.03

Fund Raising 2009/10

Katy Perry and a group of parents put in a great deal of hard work to put on a number of events before Christmas which included:

- Christmas Shopping Evening
- Pampered chef evening
- Raffle at the nativity play
- Stall at the village Christmas market

All of these events raised a total of £1,012.

Tim Bird is planning this year's Sandstone Trail Walk already that will probably take place in May. So dust off those walking boots and start lining up those sponsors. More detailed information will be available shortly.

Please keep your eyes peeled for further events and if you would like, please put yourself forward to help either run events or come up with novel fundraising suggestions.

Match Funding – many companies operate such a system so if you think your employer would be willing to support the school then please make the necessary enquiries and put the company in contact with myself. (mobile: 07736 363655)

We hope you have found this Newsletter informative. The next full committee meeting will take place in the school at 8.00 pm on the 24th February.

Everyone is welcome

Thank you for your support Andrew Foster (Chair) on behalf of the Committee