

Minutes of Meeting 164 of the Chelford Village Pre-school Committee

Date: 9th May 2007
Venue: 9 Beech Road, Ollerton
Present: Carl Worthington, Annette Smith, Barry Davies, Rebecca Bradley, Laura Chadwick, Rachel Egerton, Alistair Ardern, Sam Nightingale
Apologies: None

1. The Chairman welcomed everyone to the meeting.
2. The minutes of the last meeting were signed as an accurate record.
3. **Chairman's Report/Fundraising**
 - New staff aprons have arrived.
 - Carl to donate preschool stocks of unsold bedding to charity.
 - Carl to check cost of including the preschool in the yellow pages. **Action: Carl**
 - Carl offered to arrange for 'Noonoo' to visit the preschool for the topic of wheels in the second half of the summer term. **Action: Carl**
4. **Secretary's Report**
 - To increase the spacing on the staff page. Carl to take new staff photos for the website. Alistair to find out how to go up on Google. **Action: Annette/Carl/Alistair**
5. **Admissions Officer's Report**
 - The numbers of children continue to rise, with 15 children to continue and ~5 new children to start in September.
6. **Treasurer's Report**
 - Accounts have been audited and filed – many thanks to Andrew Ryder for continuing to audit our accounts for free.
7. **Supervisor's Report**
 - Due to the high numbers of children it was agreed that 4 members of staff could also be employed on Tuesdays and Thursdays – staff to decide who shall work which days.
 - Preschool trip arranged to visit Gauntlet birds of prey centre – once again many thanks to Lisa and Graham for hosting this – for Thursday 19th July which will be the last day of the preschool summer term.
 - Rebecca to give out leaflets for Osborne books for fundraising. **Action: Rebecca**
 - Photographer ('posh prints') booked to do a group photo for the school leavers before the end of the summer term and for individual photos in the autumn term.
 - Staff training ongoing – Jane and Rebecca on High Scope course. Carl to arrange a manual handling course for the staff. **Action: Carl**
8. **Any Other Business**

None
9. **Next Meeting**

End of year meeting in the Egerton Arms – date to be confirmed