

CLIFTON-UPON-TEME NURSERY LTD

MINUTES OF ANNUAL GENERAL MEETING. THURSDAY 18th MARCH 2010 AT 7.15 PM

Present: **Members:** Debbie Mitchell (DM), Diana Kokai (DK), Ian Whittaker (IW), Joanne Massey (JM), Claire Elliott-Linfield (CE), Pam Wojciechowowski (PW), Chris Cale (CC), Liesje Thomas (LT), Hilary Highton (HH), Sara Smyth (SS), Sandra Sharratt (SS), Chris Hurley (CH),
(12 present – quorum is 10)

Apologies: **Members:** Alastair Taylor (AT), Sue Johns (SJ), Jerry Johns (JJ), Ginny Joyce (GJ), Sophie Edmonds (SE),

1. WELCOME AND INTRODUCTIONS

DM opened the meeting and welcomed everyone to the 9th AGM of the Nursery. DM asked CH for details of apologies which were given as above. DM thanked everyone for coming especially the parents whose children use the EYC.

DM then introduced her annual report (attached) which firstly acknowledged the excellent OFSTED outcome and how it is hoped that, despite the current economic pressures, such an inspection result will enable the EYC to benefit in the coming months and grow its register. The emphasis of the whole team will always be focused on giving the best experiences for the children in their care. There were no questions arising.

DM then called on Sandra to speak to her Manager's Report (attached). SS re-emphasised DM's comments especially in the context of the OFSTED outcome and the fact that it placed the EYC in a unique position within the County as one of the best performing settings in Worcestershire. There were no questions

2. MINUTES OF ANNUAL GENERAL MEETING HELD 26th MARCH 2009:

DM asked for any comments as to the accuracy of last year's AGM minutes. No comments received. Adoption proposed by JM, seconded by CE, all members present agreed. No matters arising.

3. REPORT AND FINANCIAL STATEMENT (R&FS) FOR 30TH JUNE 2009

CH presented the Management Committee Report and Financial Accounts taking the members through the relevant detail. The year had been the busiest since the EYC opened in 2002 with a significant increase in turnover and similar increase in staff and running costs. He also focussed on the allocation of reserves to cover the current building project and confirmed that the project was expected to come in on budget. This was particularly encouraging in view of the current pressure on the finances and the likely "no better than breakeven" outcome for the year.

A proposal was called to receive the Management Committee Report and Financial Statement of Accounts – DK proposed and CC seconded – all members present agreed.

CH advised the meeting that the Trustees, to which responsibility had been delegated at last years AGM in respect of re-appointment of Kendall Wadley, had agreed a satisfactory fee structure with the accountants for years ending 2009 and 2010 and recommended that they be re-appointed for a further year. All members present agreed.

4. ELECTION OF OFFICERS

DM then advised the members that the Constitution calls for 1/3 rd of the Trustees to retire each year and this year was the turn of DK. It was unanimously agreed to re-elect Diana for a further period. CH proposed and PW seconded - all agreed.

DM then called for the members to agree to the Trustee's recommendations that JM and CE be formally appointed to the board after being co-opted earlier in the year. CH proposed and DK seconded – all agreed

5. ANY OTHER BUSINESS

There was no other business and so the meeting was closed at 7.55pm