



Burrough Green Playgroup

Registered Charity Number: 1031074

Burrough Green, Nr Newmarket. CB8 9NH

Tel: 01638 506003

Email: playgroup@burroughgreen.cambs.sch.uk

www.burroughgreen.com

BURROUGH GREEN PLAYGROUP – AGM **Monday 26th September 2011 7pm.**

PRESENT:

Mavis, Madeline, Rachel, Dani, Emma, Angela, Michelle W, Ann, Carla, Vron, Sheena

APOLOGIES:

Jenny, Lisa, Karen, Tanya, Hannah

MINUTES OF LAST MEETING

These were approved by the committee.

CHAIRS REPORT

Michelle thanked everyone for their support this year through all the changes at Playgroup – especially to the staff who always go above and beyond.

TREASURERS REPORT

Ann advised that Playgroup made a loss last year of £4k. Main reasons - Mavis' absence, the move of Playgroup into new premises and associated costs. We also have not received our NEF payment for Autumn.

A detailed set of accounts is available from Ann,

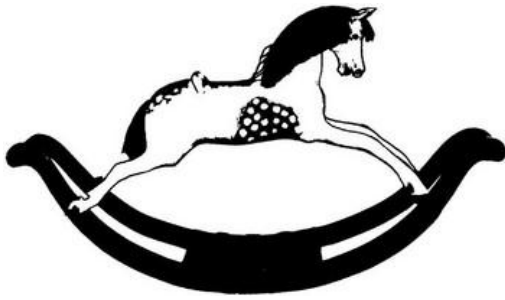
Fees and NEF funding exactly match salaries. This leaves us around £6k short. It is very important to continue fundraising and keep costs down.

Big success stories from fundraising were Christmas Shopping, Nearly New Sale and Bingo. Fees have now been increased to £2.50 per hour. It was agreed by the committee to review this every year.

A trustee meeting will be held to review salaries. We need a new trustee to fill in for the resignation of Lisa Hancock.

Snack money – agreed that this should be increased to £1.50 from next half term.

Playgroup met with the School Governors to discuss rent / telephone bills etc and this is due to be discussed further once the governors have met to confirm a figure to cover overheads and rent.



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Late payment fees will continue to be in place, and a split payment plan is now in place. A plea to parents to put payments in named envelopes.

Charity Commission paperwork has now been submitted and we await their response.

Lunch Club – This is now running at a loss. We currently charge £2.50 for this. On Tuesday we only have 5 children – income £12.50 – cost £23. It is only viable if 9 children attend while we pay the staff for 90 minutes. It was agreed that Mavis should speak to the staff to propose that we pay them for 75 minutes and balance the cost / income over the week. We need 15 children over the week. Mavis to do a display to promote lunch club in the entrance hall with the assistance of Dani.

Mavis tabled the possibility of doing a Thursday afternoon session. Parents have indicated strong interest, Mavis said it would start after half term staffed by Mavis and Jenny. It would run from 1.15 until 3.15 – subject to the cleaner approving. Letter to parents to be done to promote this new facility. Carla to put in the Village Voice and on the Playgroup website. Also to put a poster in the play-park at Brinkley.

ELECTION OF OFFICERS

CHAIR - Michelle Wishart – Nominated Mavis – 2nd Ann
TREASURER – Ann Brophy – Nominated Angela – 2nd Madeline
SECRETARY - Vron Lewis – Nominated Ann – 2nd Sheena

HOUSEKEEPING

Mavis asked that children should wear wellies for outdoor play and bring slippers or plimsolls for indoor play. Mavis and Vron need email addresses from all new parents and produce a contact sheet. Parents are asked to be respectful of residents when parking, avoiding corners and grassed areas. Vron to obtain the school travel plan and distribute to all parents for their reference.

FUNDRAISING EVENTS

Bingo Night – Saturday 12th November. To be in Reading Room. Ask Richard Brusell to call. To advertise in the Village Voice. Lead by Jenny and Mavis.

Christmas Shopping – Friday 25th November. Brinkley Village Hall. Maddie and Rachel to lead.
2012 Concert - to be held mid January at Brinkley Village Hall.

Christmas Hamper raffle – 100 squares at £2 per square. Angela to lead.

Tempest Photography – back in November.

Auction and quiz night – Spring 2012



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Funmats – Vron to check website.

Decorated Plates – Angela to look at plate prices etc.

Yellow Moon and Webb Ivory – Helen Brown has advised that she is no longer going to be doing this. Agreed that we would not continue with Webb Ivory , but need someone to continue Yellow Moon.

Other ideas include sponsored football for Dads, also contacting Alicia about Osborne Books.

Dani suggested doing a single design Christmas Card to sell to parents. Dani to investigate.
Nearly New Sale – To be held in the New Year.

SOCIAL EVENTS

Christmas Party – Monday 12th December – Book Mr Rainbow. Packed lunch and Secret Santa.

Parents Meal out – Monday October 10th. Pizza Express, Newmarket.

ANY OTHER BUSINESS

Mavis has requested that they purchase a new climbing frame for the garden. Further investigation of prices needed – but committee agreed that it was a good idea.

French Lessons – Letter to parents to see if anyone was interested to start after Easter for the rising 5's.

DATE OF NEXT MEETING

Monday 7th November – 7.30pm – The Bull, Burrough Green.

Close 22.05