

Shadwell Childcare

AGM Meeting 20th March 2018 6.00 pm

Agenda

- Minutes of last AGM
- Accounts
- Chair's report
- New Memorandum and Articles
- AOB

Present: Those present included trustees (4), staff (7) and parents (3); (14 in total).

Minute 1

Minutes of last year's AGM were shared and agreed.

Shadwell Childcare Limited
(Registration number: 5769390)
Abbreviated Balance Sheet at 31 August 2016

	Note	2016 £	2015 £
Fixed assets			
Tangible fixed assets		221	295
Current assets			
Cash at bank and in hand		154,150	122,005
Creditors: Amounts falling due within one year		(11,397)	(5,028)
Net current assets		142,753	116,977
Net assets		142,974	117,272
Capital and reserves			
Profit and loss account		142,974	117,272
Shareholders' funds		142,974	117,272

Minute 2

The treasurer provided a report on how finances are managed for the charity and how spending is prioritised. It is advisable that charitable organisations maintain financial reserves of at least 3 months' operating costs – this is to ensure that if funding suddenly stopped for any reason, the charity could continue to operate for a period of time. The Chair added that this advice was at least in part due to the collapse of the charity Kids Company in 2015. Previous finances for Shadwell Childcare can be viewed on the Companies House website.

Minute 3 Chair's report

Chair's report was read and is appended to the minutes.

Minute 4

The new Memorandum and Articles were explained and shared by the treasurer, the new objects are shared here.

The objects of the facility (the "Objects") are to enhance the development and education of children up to the age of 11 through appropriate play, education and care facilities ensuring that opportunities are offered to all children whatever their race, culture, religion, means or ability.

The Articles and Memorandum are lodged with Companies House.

A vote was taken and it was unanimously agreed that once the changes are approved by the Charities Commission we would make the changes to our Memorandum and Articles as discussed.

Minute 5 AOB

A question was asked about how parents are consulted when money is spent. The manager responded and reported how parents had been consulted about development of the outdoor area in Bluebell and the both parents and children are consulted when money is raised, eg by the sale of Christmas raffle tickets. One trustee said that early years' professional advice had regularly been sought throughout the expansion, and spending decisions were informed by this advice so that the best possible purchases were made to support children's education and development.

A question was asked about parent activities and social events. This item was also raised last year and the chair suggested that both staff and parents are welcome to feed back any suggestions to her for consideration.

A question was raised about staff turnover and whether some staff were permanent or not. The parent was concerned that during one of the 'snow days' she did not recognise staff who welcomed her and her child at the start of the session. The chair reported on staff turnover figures both this year and last. We agree that wherever possible we would hope for children to be received by staff they know well. We recognise that this was a consequence of a small number of staff leaving close together in combination with a 'snow day'. New staff are settling well and will soon know all the children well. The chair explained that the notice period for SCC employees was previously 4 weeks. This has now been extended to six weeks to provide more time to appoint new staff and hand over key worker responsibilities. Currently parents are informed once a new key worker has been appointed or allocated.

The chair thanked everyone for attending.