

Shadwell Childcare Ltd

Minutes of Annual General Meeting 2020-21

3rd March 2022 @ 6.00pm

In attendance:

Carolyn Eyre (trustee and member) (chair)
 Susan Morgan (trustee and member) (finance)
 Sarah Coltman (trustee and member) (secretary)
 Paula Wilson (childcare manager)

Apologies: none

Minute 1: The minutes of last year’s AGM were read and agreed as a true record of the meeting

Minute 2: Membership matters – As stated in the articles of association, one trustee will stand down at each AGM but may offer themselves for re-election if eligible. Sarah Coltman stood down and was then re-appointed as a trustee. All trustees agreed to continue with their current responsibilities.

As stated in the articles of association, quoracy for Shadwell Childcare Ltd trustee meetings is determined to be two or 2/3rds -this AGM is therefore quorate.

It is noted that we were not able to attract new trustees last year. It is agreed that we should redouble our efforts to source at least one new trustee / member in the coming year. Information about becoming a user trustee is displayed on the SCC website and Sarah Coltman will approach a potential candidate directly.

Minute 3: Finances

Shadwell Childcare Limited
 (Registration number: 5769390)
 Balance Sheet as at 31 August 2020

	Note	2020 £	2019 £
Fixed assets			
Tangible assets	13	32,078	41,124
Current assets			
Debtors	14	5,632	-
Cash at bank and in hand	15	<u>297,464</u>	<u>254,356</u>
		303,096	254,356
Creditors: Amounts falling due within one year	16	<u>(31,362)</u>	<u>(13,602)</u>
Net current assets		<u>271,734</u>	<u>240,754</u>
Net assets		<u>303,812</u>	<u>281,878</u>
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		<u>303,812</u>	<u>281,878</u>
Total funds	17	<u>303,812</u>	<u>281,878</u>

For the financial year ending 31 August 2020 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Minute 4: Update from childcare manager

Once again, we had an excellent start to the year in September 2020 with all sessions across both rooms at capacity and a waiting list.

Staff development has continued to be a focus and all staff have received training this year on adverse childhood experiences, food hygiene and the new EYFS framework. All staff are paediatric first aid trained. In September, all staff attended face to face training on safe working practice / staff code of conduct. It has been agreed with the Leeds Safeguarding Children Partnership that in the coming year, all staff will be able to access their suite of e-learning modules on early help, learning from local serious case reviews and the Leeds approach to multi-agency working.

Covid The setting has remained open throughout the year despite the pandemic and frequent changes in government guidance. We believe that this is due to a number of factors, including the staff's close attention to the Covid risk assessment which is reviewed and updated on a regular basis, and the continuation of bubbles for longer than was required by government. Parents have also been very supportive and have taken a sensible approach to the arrangements we put in place to reduce risk. It was noted that we have not seen evidence of significant developmental delay as reported for early years children nationally although the new joiners in September needed more support than in previous years, particularly with speech and language, eating skills and learning to play. However, all children have made rapid progress since joining us.

SCC Ltd has started to recoup the losses of the previous year and will aim to build the contingency fund back up, ensuring that this is not to the detriment of children currently attending.

The Trustees thanked the manager for her report.

Trustees also gave their heartfelt thanks to the childcare manager for all her hard work this year and, in particular, her support of staff. It was agreed that the trustees will write to all staff to express our gratitude.

Minute 5: AOB

- Reporting cycle – it was noted that the reporting year for trustees is September to August and the AGM, which has previously been held in November / December, has slipped over recent years. It was agreed that we should endeavour to hold the next AGM before Christmas if the accounts are available.
- There was no other business

Meeting closed at 6.45pm