



**Minutes of Stepping Stones Pre – School, Parwich, Open Meeting on Monday 23 April 2012 at 7.30pm
at the Sycamore Inn, Parwich**

Present - Jennifer Barker, Gill Harrison, Val Kirkham – (left meeting at 9pm), Tracey Ann Ingham (left meeting at 8pm) Nicky Edge, Sam Lomas – (left meeting at 8.30pm), Helen Downing, Janet Gosling, Emma Dickinson and Katy Wayne – (joined meeting at 8.20pm).

1. Apologies – Katy Wayne and Vicky Yeoman's

Gill Harrison, Treasurer welcomed all to the meeting and thanked everyone for coming along. Gill then updated all from the last meeting.

2. Previous meeting minutes – Thursday 09 February 2012 were posted on the Parwich Blog and handed out at the meeting.

3. Any Matters arising from the minutes

- Jennifer missed of Helen Downing's apologies from the last minutes
- We have been given back the funding for 3 children.
- Still waiting for Ofsted to visit.

4. Correspondence relating to the committee meeting - None

5. Treasurers report – Gill Harrison

- Update regarding the meetings with Council – Friday 10 February 2012 and Wednesday 29 February 2012 – We have been given back the funding for 3 children.
- Update on Stepping Stones financial situation – We have gained another child. Parents were paying for the child to attend and now we can claim funding for all children.

6. Pre – School Sessions

- Update regarding the use of the Hall i.e. can we access it of an afternoon? Gill has spoken to the Chairman of the Hall Committee about the Pre – School and they are concerned as we are the biggest user of the Hall. Question asked: how many full days? We would require two full days i.e. 9am until 3pm and they need to be every week. Val Kirkham said she was happy to move the Lunch's that she does once a month on a Monday. Val did not want to do them on a Wednesday as she attends Pilates so it was suggested a Friday as Toddler group meet every other Friday and we would fit around each other. This means Mondays and Wednesday are looking possible for Pre – School. The Primary School have the Hall book on Tuesday and Thursday afternoon.
- Attendance to the Hall meetings – Katy Wayne offered to go to the Hall meetings if someone would let her know when they are. Janet suggested that Helen attended a Hall meeting with a 'snag list' as the staff are finding dog mess and beer glass on the lawn. We need to ask the Hall Committee if we can plant seeds in the Hall. It was also suggested could the Horticultural committee help us?
- Opening Hours - Looked at other pre schools and they offer longer hours to get people to travel. From September we need 7.5 fully funded children to run/ 10 – 12 children on the books. We then had a brief discussion about the numbers of children. We can have 12 children with 2 members of staff per session or we could have 16 over 3's. It was asked could we have a volunteer working? No, all the staff need to be qualified. A child from the age of 2 could get a free place if they meet criteria. We do feel that full days are the way forward and so did people at the meeting. Helen suggested all day Monday and Wednesday from September with Tuesday and Thursday mornings and not go to the school until after Christmas. Also offering a staggered pick up 12noon, 1.30 and 3pm. Mums are having to work and are looking for work during session times.
- Location – Bradbourne Village Hall was looked into the price for half a day is £25 and a full day is £45 it was felt that this is far too much for us to pay. We all agreed to stick to Parwich as it is likely that we can get the Hall and Bradbourne is far too expensive. We all agreed to try and keep the Pre - School going.

7. Advertising – update

- **Open Sessions** – We are holding Open Sessions Every Wednesday. Jennifer has produced a poster and we need to place adverts in the Ashbourne Telegraph, Peak Advisor and any other. We also could advertise on Ashbourne Radio for a fee - we would get 20 plays a week for 10 weeks for £278 plus VAT they set up the advert. The treasurer expressed that it was a lot of money in the end we had a majority vote to go ahead with the Radio. All the information has been placed on the blog and in Diary dates.
- **Adverts For Pre – School** a new poster needs to be designed for the next year saying that we are offering full days. The Blog team suggested to Jen to place and advert in the Parish magazine. Val Kirkham said the advert that appear in every issue cost £18 but a one off is free. Jen to email Sonya the poster. Gill has organised a key for the notice board. We have found that a lot of places will not place out adverts however; we will keep trying to find new places. A person was suggested to ask if he could help with the printing. Could we get a link going with Brassington Pre – School? As, they are full would they suggest us? We are advertised on Wirksworth.net and we will look if Winster and Alstonefield have a website. We all agreed it would be good to get the papers to come and have a look.
- **Donation Letters** – Jennifer said she would write to the companies listed to see if they would donate any money. The Charities Commission – Val Kirkham said she would speak to them on our.

8. Fundraising

Suggestions for fundraising events:-

- **Quiz Night** – April/May 2012, Janet will ask the people who usually do it. It was suggested would Earl Yeoman's be question master?
- **Car wash and Car Boot** – June 2012 however, there is a hose pipe ban.
- **Carnival Float** – Ideas, Disney theme?
- **Cake stall at Carnival** – Staff to run the cake stall as parents will be getting the float ready.
- **Other** – children to do something – Ride a bike or trike – Could we use the field again? Olympics tie in? Could we do a little activity at an event? Mini Olympics - hall or cricket pitch?
- **Jamie Oliver Party** – Jen to ask,
- **Pie and pea** – not got a final figure.
- **Calendar, tea towels, etc art work?** Expensive to buy.
- **Would the Dads do something?**
- **Charity waxing** – Janet offered the pub.
- **Auction?** Ray and Amanda?
- **Millionaires evening**
- **Mosaic lodge**
- **Parish council doing a meeting**
- **Song at open gardens?** However, this may be difficult as the children are young. It was suggested that People would like to see who runs the Pre- School.

It was asked - How much money do we need? The Pre – School can get to August and we should keep fundraising for next years funds. We required money to run.

The all day session went really well and the children really enjoyed it. An assessor as commented that running the all day session and going up to the school is very good.

Could we do something at the Children's show/Open gardens as it is a good way to advertise? Could we get an advert in the brochure or do a stall/stand?

9. Any other Business

- Val Kirkham will speak to the Charities, the people at the Lunches and Pilates
- We need to get the invoices up front
- **School fruit** – where does the school get fruit from? Helen to speak to the school on Friday
- **Charity commission** – land that is rented out that they own we think its land that the church own
- **The Blog** needs updating
- **Coffee morning** – The Bridge, Ashbourne – Posters
- Jennifer to re do poster
- Katy to ring Nia Linnal

10. Date for next open meeting – Open meeting, Monday 21 May 2012

11. Items for next meetings agenda

12. Close of meeting 9.30pm