



**Minutes of Stepping Stones Pre – School, Parwich, Open Meeting Monday 21 May 2012 at 7.30pm  
at the Sycamore Inn, Parwich**

**Present** – Gill Harrison, Jennifer Barker, Katy Wayne, Sam Lomas, Nicky Edge, Emma Dickinson and Helen Downing.

1. **Apologies** – Vicky Yeoman's
2. **Welcome to meeting** - Gill Harrison welcomed all to the meeting.
3. **Any Matters arising from the minutes**, Monday 23 April 2012– None.
4. **Correspondence relating to the committee meeting** - None

5. **Treasurers report – Gill Harrison**

Gill has updated the costs. We will have a surplus of £80 at the end of September but by October we will be in the red. Last time the pre school was in difficulty it was thought that we had a small loan. It was decided that we could not get a loan. We need some numbers. Is it worth opening in Sept? We should get a payment in September, and we have £976 in the reserve account. We need funded children on the books and we need 7.5 children for the pre - school to pay.

The two full days hopefully would make it more attractive. Could we only run until September? Only just. We need to have a look at the ratios we get £11.10 a session for funded children and £7 for two year olds. We would get £116 a day if we were full. End of September after paying all bills we would have £80 in the bank, then minus Oct – £948.96 – minus Nov – 2602.96 and Dec - 2328.96 minus. Are there any two year olds that are entitled to the fee funding? The Children's Centre are helping us in Ashbourne. Do we have any toddler money that we can donate? There isn't any really.

- Ofsted – They have been and we were awarded a 'Good' rating. – Write up to go in the Ashbourne News Telegraph and on Parwich.org.

6. **Pre – School Sessions**

- Access of Hall – Monday and Wednesday all day looks possible and Tuesday and Thursday half a day and not open Friday.
- Hours/Days

7. **Advertising – update**

- Open Sessions – Every Wednesday
- Adverts – Update, We are on Ashbourne Radio we get 18 plays a week and a one off advert gone in the parish magazine.
- We should be in the peak advertiser. It was suggested to get a photo of the children into the paper
- Jen and Emma went to the Parish Council meeting for all the village groups on Wednesday and people there were concerned about the Pre School.
- Could Brassington help us out?
- Notice board needs to be done outside the hall
- Posters – Jen to do and advertise two full days and picture of the Hall.
- If you go onto the Ofsted website its Emma's contact
- Open Gardens we can put an advert in flyers on the day. Display in the Hall for Open gardens – A3 poster on display – Sunday 24 June 2012

- Helen needs a camera
- Put posters in the back of cars.

#### 8. Fundraising –

- Quiz Night?
- Car wash and Car Boot – Hose pipe ban?
- Cake stall at Carnival – Time, Cakes, Rota? Could we do shifts 10am until? Cakes to be made. Gluten free cakes could also be made. It was agreed that we have the stall and do a rota at the next meeting.
- Carnival Float – Disney theme, Numbers? – For the Parents we need a white T- shirt and Gill will get some fabric pens and the children can design something on the shirt. Jen to do a new banner and Emma will do a letter to all parents.
- Letters to local businesses – Jen has wrote to :- Matlock Transports, Ben Bennett Jr Ltd, The Sailing club, at Carsington, Parwich Horticultural committee, Robert Shields/Longcliffe, Tarmac – Ballidon, Ashbourne Lions, Lester Lowes, JCB, Waitrose, Sainsburys, Rt Hon Hugh Gibson.
- Sports day – Olympics – BBQ on a weekend. Sometime in July. It was decided Saturday 14 July 2012 at 2pm advertising posters need to be done. We need to check the café is not open.

#### 9. Any other Business

- Fruit money – Only state schools can get it funded. We are now paying out for the snacks. It was suggested that we all donate a bag of fruit This is to be discussed for next year. It was agreed that some of the committee would buy some fruit
- Sustainability – Have we filled in the form from the Council? The form is quite long and in detail Gill has not had time to do it.
- Amanda Johnson has offered to help us and said we should get the Ofsted in the Ashbourne Telegraph and the Blog team will help us too.
- Jubilee next week at Pre – School the children will be making crowns, banners, bunting, biscuits. Having a Blue and Red day. Could we do something to keep? Helen said she would go into Sticky fingers in Ashbourne.
- Jen still has to write to Oddfellows, Ashbourne Loins and Mr Sheilds

#### 10. Date for next open meeting – Monday 25 June 2012

#### 11. Items for next meetings agenda

#### 12. Close of meeting - 9.30pm

Signed:..... Date:.....