

Summary of Trustee Meeting 18th March 2019



Present: Nicole Poole (Vice Chair), Paul Amphlett, Sue Dunn, Revd Anne Mitchell, Kay Rothwell (Secretary), Natalie Saunders (Treasurer)

Apologies: Revd Andrew Knowles (Chair)

1. Welcome and Prayers
2. Reviewed minutes of previous meeting (21/01/19) and signed
3. Matters Arising
 - Natalie informed trustees that she was resigning from the role of treasurer and would step down at the end of August. The trustees unanimously thanked Natalie for all her hard work during her time as treasurer.
4. Finance
 - The treasurer presented the figures for spring term 2018/19
 - Laing have asked the Nursery to submit another request for funding.
 - Staff pay review was discussed and further conversations were needed with the manager.
 - It was agreed that trustees must be involved in the interview and recruiting process.
5. Manager's Report
 - Staff appraisals completed in January
 - Congratulations to the nursery manager for completing her level 5 in leadership and management.
 - A list of other training proposed and completed was submitted
 - Makaton training has been booked for all staff, including other nursery settings.
 - Recruitment – interviews to take place for cleaner and also one to one support worker
 - 51 Children on roll
 - A large cohort of children to go to school this year, therefore more children than usual required for September.
 - The match funding for outside space has been extended until middle of June.
6. AOB
 - AGM set for Wednesday 1st May 8pm