



Committee Meeting Minutes Tuesday 3rd December 2024

Present

Bettina Campion (Pre-school Manager)

Hena Lachman (Secretary)

Maria Leon (Committee member)

Richard Mendez Caina

Caleb Dadson

Thara Al-Thealebi

Staff members: Teresa D'Souza, Nevila Mansaku, Rosi Kanyiki, Soraia Fortes, Makey Guinnard

Acting Chair's Welcome

Maria welcomed the committee to the first meeting of this year's cycle.

Maria introduced Richard (Victoria's father). He is the newest member of the committee.

Introductions were also made to new parents who had attended and the staff at Noah's Ark Pre-School.

Meeting minutes of previous meeting were mentioned – The role of the Chair of Noah's Ark needs to be appointed as do the other roles.

Previous Actions

N/A

Pre-school update

Last academic year (Sept 2023 – Aug 2024) Twenty-seven children were enrolled at Noah's Ark. Due to the new government funded Early Education Scheme Noah's Ark Pre-School were able to take enrolments of children from the age of two and half. Many changes were made in house to accommodate the lower aged learners and it was very good overall. Many of the learners were enrolled for 30 hours a week.

At present, there are 31 children enrolled for 2024 – 2025. Many of whom are part of the new 2 year working parents funding. Noah's Ark is hopeful for more enrolments for 2025 and are discussing the new best practices that need to be in place to cater for a larger number of younger children.



Financial update via Chair person – Last year September 23- Aug 24 is similar to previous year in terms of liability and funds of the charity. The financial year ended with a loss of £11273.

At the moment, there is a substantial amount of surplus in our account. Bettina would like to discuss how the money we have can make some profit for the charity via different accounts. This needs to be on the mandate. It would be beneficial for the money we have to be getting some interest for the charity. The monthly management reports are available from the Pre-school Manager.

Committee 2024 – 2025 – Roles explained, and members officially introduced and voted in.

Richard – New Chairperson for Noah's Ark

Hena – Secretary

Maria - Member

Carol –committee member, Caleb showed an interest in joining.

Noah's Ark would still like to grow their committee and have asked to spread the word to other parents to come and join.

Suitability – DBS and EY2 must be completed by members of the committee. Carol has her suitability checks come through. Hena and Richard to complete the process.

Pre-School Staff –Noah's Ark has Bettina, Teresa (Senco), Soraia, Nevila and Rosy who have either level 3 full and relevant, level 3 and level 6. This year all staff at Noah's Ark were given a well-deserved pay rise. They have added a new member, Makey, to the team.

Fundraising – At the moment fundraising is being done within the Pre-School only. Communication has gone out to parents via email and WhatsApp to inform them about where the monies will be spent – which is making the outdoor space safer and make change to utilise the space better for the children, maintenance, and school equipment.

25th Anniversary celebrations – Bettina would like to organise a celebration to bring the community together for the 25th anniversary of Noah's Ark. She has asked the committee members, and staff to think of ways such an event can take place.

Next term – There are more children arriving 2025 and our total will be 35

The Bungalow, 401-403 Ewell Road,



Noah's Ark Pre-school

Tolworth, KT6 7DG



Creative thinking suggestions / problem solving
25th Anniversary celebrations

Fundraising

Noah's Ark to continue doing small in-house fundraising for now.

AOB

Next Meeting

March 2025 – date to be confirmed



Minutes agreed at Committee meeting on _____

Signed. _____

(Chair)

Date _____

Signed. _____

H. Lachman

(Secretary
Committee)

to _____

Date _____
