

PTA AGM Meeting

Tuesday 14th September 2021

(Microsoft Teams)

Present

Jenni Smith (Chair)
Sejal Brahmbhatt (Vice Chair)
Hannah Surtees (Treasurer)
Nicola Tighe (Vice Treasurer)
Louise Taylor (Secretary)
Lisa Yip (Vice Secretary)
Mrs. Sharpe
Kate Sheppard
Gemma Starkings
Billie Humphries
Nick Jethwa
Vaishali Soni
Suki Mahabir
Mark Mahabir

Apologies

Tara Bird

1. Welcome

Jenni welcomed everyone to the meeting and for the benefit of the new parents/attendees, briefly explained who the PTA are and what we do.

2. Chairs Report - Jenni Smith

“After what has been an extremely challenging year, I’d like to thank everyone for their continued support and effort in managing to raise over £10,000. This academic year is likely to be just as challenging so it is great to see some new parents attending the meeting and offering their support. We’ll really have to think out of the box to come up with ways to fundraise without the need for large gatherings. Thank you once again to everyone!”

3. Finance Report - Hannah Surtees

You will see from the attached Treasurers Reports for the year ending 31st July 2021 that the financial year 2020/2021 was actually 14 months instead of 12. This is because we changed the financial year to coincide with the school year. The balance carried forward from the previous financial year was £6,755.58.

Over £10,000 was raised towards phase 1 of the garden project with a donation of £5,000 still to come from Mr. Pochin which will be used towards phase 2.

The closing balance as at 31st July 2021 was £5,323.76. A large amount of the closing balance is already earmarked for our usual commitments as well as the donation to the school of around £2,000 for payments already made by them. As such, we do need to be careful with the purse strings.

4. Committee Elections

All current committee members confirmed that they were happy to continue in their roles and after a vote, all were re-elected.

Nick Jethwa confirmed that he would be happy to fill the role of parent liaison for pre-school.

5. Fundraising going forward

- Easyfundraising and the clothes bank continue to generate a steady income, for no effort on the part of the PTA.
- eBay is finally up and running and we have sold our first item as a test. We will now appeal for items to sell, or for parents to sell on eBay and donate the proceeds, via newsletter and WhatsApp groups.
- We will look to organise a non-uniform/dress down day to coincide with Halloween on 29th October. It will consist of an afternoon of fun in the village hall, possibly with the use of some of the stalls/games usually used at Autumn Fair. The stalls to be manned by older children with assistance from PTA.
- We will organise a virtual quiz in either November or December. Louise will look into the details.
- We will hold a raffle around Christmas time. Last years raffle raised over £1,000.
- Val Watts has donated two very large Aldi Greatest Showman carrots which we will raffle to coincide with Harvest Festival - Louise to organise.
- Parents night - Billie will look into organising a barn dance or similar.
- Class 1 would like funding towards new books and toys. They have come up with an idea of donating a tube of Smarties to all children and asking them to fill them with money and bring back to school. This will be a competition to see which class can raise the most. Hannah will talk to Adele to see if Tesco can help by donating/discounting the Smarties.
- Virtual shopping event - Kate will gauge interest of stall holders.

6. Christmas Cards

Kate has the Christmas cards in hand and will liaise with school to get the children to create their cards before half term. It was agreed that we will send a virtual Christmas card to parents from the PTA.

7. Uniform

It was asked if the school had ever done a used uniform sale or swap. Mrs. Sharpe confirmed it had been tried in the past but it wasn't particularly successful. Sejal will look further into a charity that helps people in need.

8. Banks Account

We will continue to use HSBC for now but will possibly look at switching to Barclays at some point in the future as they allow dual control of online/telephone banking.

9. Teacher Requests

KS1 have changed the way they teach phonics and early reading and would also like to purchase extra toys for class 1. Smarties idea to be organised to raise funds for new books and toys.

KS2 would like to fundraise for banded books. We will look at organising a read-a-thon to raise funds.

Christmas Pantomime will be performed in-house rather than going to the theatre. PTA to donate ice creams.

10. AOB

- Constitution - All in agreement that we are happy to use the model document from Parentkind.
- Church donation - All in agreement for Hannah to raise a cheque for £200 to donate to the church.
- School donation folder - receipts in the folder currently total £1,808.98 with hymn books and ties still to purchase. All in agreement for a cheque for £2,500 to be raised. We usually donate to the school once the receipts total around £2,000. The last cheque raised was in December 2019.
- Year 6 Warning Zone trip - There will be 19 children attending with a donation of £10 per child requested (£190 total). The remainder to be paid by parents. All in agreement.
- Teacher gifts - the teachers are all extremely grateful for the gifts they receive. However to help the school, they would prefer if parents could buy a book for the school library with the name of the child that donated written inside. All in agreement that it is a really good idea.
- Leavers hoodies - Mrs. Southwell asked if it would be possible for year 6 to receive their leavers hoodies before the Min Y Don trip in November. Jenni will organise.
- Christmas plays - Mrs. Sharpe confirmed that they will go ahead this year, although there may be a limit on the amount of tickets available due to venue size restrictions. PTA to organise filming and photographs. Billie will liaise with Mrs. Sharpe with regard to editing the video for sale.

Mrs. Sharpe expressed her thanks to the PTA for all their help fundraising.

11. Next Meeting

The next meeting will be held on Monday 8th November at 6pm.

The Pochin School PTA Treasurers report for year ending 31 July 2021

Opening balance from 1 June 20	6,755.58
Movement 20/21 (as per balance below)	-1,431.82
Closing Balance 31 July 2021	5,323.76 Balance as per bank reconciliation

Event/Description	Income	Expenditure	Balance	Prior Year	
Class Exp. *	0.00	-637.74	-637.74	-1,045.02	Annual spend (£100 per class per term £1800 available)
Autumn Fair	0.00	0.00	0.00	2,823.47	No event due to Covid-19
Christmas Cards	708.10	-562.05	146.05	-32.90	Profit made due to electronic card sent to parents
Church Donation	0.00	-400.00	-400.00	0.00	£200 Annual spend (19/20 & 20/21 donations)
Class Parties	0.00	0.00	0.00	0.00	
Crackers/Selection Boxes/Santa Suit	0.00	-134.75	-134.75	-165.99	Annual spend
Discos	0.00	0.00	0.00	418.74	No event due to Covid-19
Easter Eggs	0.00	-96.27	-96.27	-116.00	Annual spend
Easy Fundraising	138.24	0.00	138.24	211.44	
Astco Recycling	216.66	0.00	216.66	0.00	Used towards school garden project
Leavers Hoodies	0.00	-453.39	-453.39	-365.75	Annual spend
Mad March Hair	141.30	0.00	141.30	0.00	
Gifts	0.00	-177.00	-177.00	0.00	
Non-uniform days	149.94	0.00	149.94	0.00	Used towards school garden project
Plays	0.00	0.00	0.00	495.99	No event due to Covid-19
PTA Subscription	0.00	-111.00	-111.00	-110.00	Annual spend
PTA Expenses	0.00	-39.99	-39.99	-27.99	
School Garden Project - Phase 1	10,059.39	-10,147.76	-88.37	0.00	Special Request (non-uniform monies & Astco recycling monies also used towards project)
Snowdon Climb	0.00	0.00	0.00	717.77	Special fundraiser
Sports Day	0.00	0.00	0.00	402.76	No event due to Covid-19
Spring Coffee	0.00	0.00	0.00	0.00	No event due to Covid-19
Uniform	442.50	-528.00	-85.50	587.00	
School Donation **	0.00	0.00	0.00	-1,700.00	

