

St Anne's Fulshaw PTA AGM – Minutes

Thursday 19 July 2018, 9am, School Hall

Attendees / Apologies

Apologies: Natalie Lloyd, Clare Lockett, Vicky Wilson, Fiona Toms, Nicola Coppock, Rachael Thomas

Attending: Clare Daniel, Claire Carter, Lynsey Baird-Nelson, Alison Marris, Lynn Hall, Sophie Taylor, Emily Titley, Lisa Vose, Nicola Aslam, Susie Withington

Approval of minutes from the last meeting

The minutes of the last meeting (which are on the school website) were approved.

Co-chairs' report

See appendix (i) for this report.

Lisa presented the co-chairs' report and noted that we have had another very successful year.

A discussion was had regarding this year's events; individual thanks were given; and the key objectives for next year were outlined.

There was a brief discussion about possible new events for next year, including a family camping night on the school field, which some of the dads are keen to organise. We would need a separate sub-committee for this. It was thought this could be a good fundraiser, and the children would enjoy it. Families would pay for a pitch and bring their own tent. Food and drink would be kept simple.

Nicola added that the committee would like to thank Lisa and Emily for their tremendous hard work chairing the PTA this year.

Treasurer's report

See appendix (ii) for this report.

Nicola presented the Treasurer's report. The accounting year closes on 31 August 2018; the figures given are current as of 5 July 2018.

The current figure for the bike ride is £7,310, but it is anticipated that this will ultimately exceed £8,000 as money is still being collected and there is some further gift-aid money to come in.

The amount raised by our non-uniform days this year was up on last year – collecting donations at the school gate has made a difference here.

Cinema Nights continue to be a good fundraiser, and they are relatively simple to organise and run.

We agreed to promote the Easy Fundraising scheme again next year, as this has potential to raise further money. This can be promoted via the Friday Flyer. Nicola also has a template for a leaflet for book bags.

The heading "Donations" covers the Co-op community money, the school running club, etc.

Nicola concluded that we are a very successful PTA, raising over £125 per pupil this year, which is over three times the national average (according to PTA UK, the average per PTA per year is approximately £40 per pupil). Last year, we appeared to have made slightly more per pupil, but this was due to a proportion of the previous year's bike ride money being paid in September and the fact we had to move the summer BBQ to September that year.

School wish list for 2018/19

See appendix (iii) for details.

The Wish List for next year was discussed and agreed.

The total amount is less than last year as we will not need to pay for the Education City subscription this year - we have a three-year subscription, payable over two years.

The figure given for Love Music Trust is approximate and will be confirmed once Clare D has agreed dates.

There is £1,800 remaining from this year's Sports Premium. This will go towards funding Phase 3 of the resurfacing, and therefore the PTA will give around £6200 to cover the estimated £8000 cost.

Clare will discuss with Pentagon whether they can complete the work in September as they are booked up until then. She will also discuss if we can part pay for the play equipment and if there's a possibility of them installing this whilst they are at school for the resurfacing, with remaining payments to follow as we fundraise throughout the year. Clare is also waiting to hear how much the school will be given for the sports funding for the next academic year and if she can allocate anything, as the play equipment will obviously encourage the children to keep active.

It is hoped that the PTA will be able to give around £4000 towards the anticipated £10k cost once the accounts are finalised for this year, but it is worth nothing that we may make around £8000-£9000 less for the next academic year without the bike ride, quiz night and Boden events.

PTA roles for 2018/19

Co-chairs: Lisa is stepping down as co-chair; Susie will replace her. Emily will continue as co-chair.

Treasurer: Nicola is stepping down as treasurer; Gayle Marshall will take on this role. Emily, Gayle and Nicola have already met to discuss the transition, and Nicola will help out while Gayle gets established in the role.

Secretary: Lynn is stepping down; we need to find a replacement for this role but can cover minute taking at meetings in the short term.

Publicity Officer: Vicky Foster will take on this role.

Fundraising Officer: We would like to find someone to take on this role, focusing on funding and grants.

Lucky Lotto membership

Lisa read out the update on the Lucky Lotto, supplied by Peter Hall.

We currently have 106 members who have paid £12 each, a total of £1,272.

We have annual admin costs of £20 (registration and filing of annual return with Cheshire East council) and we have a prize fund of £615, so we have made a profit of £637.

Both the number of memberships and the annual profit are the highest we have ever achieved.

Pete suggested that we increase the subscription to £15, as it has been fixed at £12 for several years. The committee agreed with this proposal.

It was also suggested that we increase the Christmas bonus prize from £100 to £150; however, the committee thought this would not be necessary, so prize money will remain the same.

Future funding / grants

There was a general discussion about potential funding sources. At the start of next year, we will put out a call for anyone with match-funding potential. Nicola has a template letter for this.

AOB

Clare expressed her thanks to the PTA for their fundraising work this year – all of the events funded by the PTA help to enrich our children's experience at school.

A parent has queried the school's charity number on the gift-aid declaration form for the bike ride, which appears to be out of date. The current name and number were not easy to locate on the charity commission's website. Nicola will ascertain whether we can edit our details on the commission's website.

A sponsored run was suggested as a possible fundraiser for next year. Following Class 3's sponsored run at the high school this year, Lisa has discussed the possibility of a whole-school fun run there with Miss Smith. Previously, a family walk organised by Liz Parris on the weekend of the bike ride raised a good amount of money.

Date of next meeting: Welcome breakfast meeting, Thurs 13 September, 9am, School Hall

Appendix (i): St. Anne's Fulshaw AGM Report from the Chairs July 2018

The last academic year has seen another very successful fundraising year for St Anne's Fulshaw PTA, keeping with the same event format as previous years, but with the addition of the Beetle Drive.

In total we've held 10 events, plus 3 Bag2School collections, 6 non-uniform days and 5 cake sales. Money was also raised from a percentage of the sale of Christmas cards the children designed and the fundraising from another very successful 3 day bike ride in June. Finally, just under £3000 was donated from The Co-op Charity Funding from the Water Lane store in Wilmslow.

We are delighted that the Summer BBQ made the most money on record. The good weather helped what was a lovely, enjoyable and relaxing evening and it seemed that the majority of families attended.

This fundraising enables us to commit regular money to school to fund:

Music lessons from Love Music Trust, Education City Licence, Termly donations for each class, Coach cost for theatre trips, Science week and Global Week donations, an author/illustrator/poet visit and finally Year 6 leavers trip and hoodies.

We donated a substantial amount (around £12,000) to fund Phase 1 and Phase 2 for the re-surfacing of the artificial grass around the play area comprising of the peace garden and flicky trail. This money was used from the bike ride funds from 2017 and the Co-op local good cause

funding, which we received in April, after the 6-month collection period from October 2017-April 2018.

We will continue to hold the family events for the next academic year. Boden are no longer holding shopping parties (we held one in Oct and one in Feb in 2017, which raised around £1000). The Quiz, which has been popular in previous, which is the only other adult event was sadly cancelled due to a very low number of tickets sold, which usually raised £500-£600. Many thanks go to every single volunteer for all the help we have received throughout the year, especially:

Nicola – Treasurer for the past 4 or 5 years

Lynn – Secretary for 2 years

Catering - all who helped with catering at the Christmas Fair and BBQ especially Andy Morrison, Sean Carter, Dave O Connor, Ying and Rosemary Bradley

Peter Hall for managing the 200 Club/Lucky Lotto which now has the highest number of memberships and annual profit that its ever achieved

James Bradley, who will be leaving school and has raised approximately £7000 by participating in the bike rides and also an additional £7000 in Match Funding during his years as a parent at the school.

Alison Marris for overseeing the remaining school anniversary bags we have left

Carol Garner, for being our Bingo and Beetle Drive announcer and also for the sourcing the Christmas Carol and Song Quiz questions and answers.

Steve O Connor, for being our DJ at the school disco.

Dion Davie, for the loan of the lights and speakers for the Disco and BBQ.

Sophie and Natalie for organising catering at the Music Evening.

All our class reps

Richard Taylor, Daniel Gilchrist for organising 23 cyclists for the 3-day bike ride and leading numerous training rides. Not forgetting Lee Molloy-Sherratt for his 7 years of leadership and organisation and Sean Carter as the support van driver for several years. Plus, Claire Carter for overseeing all the sponsorship, Liz Parris for her first aid expertise and all the group leaders.

The future of the bike ride event is uncertain as Lee has 'retired' and indeed left the school over a year ago. I think Rich and Dan would like to pass on the leadership baton too. We would love to hear from any volunteers who would be interested in being part of an outdoor pursuits committee and any ideas you may have.

We'd also like to thank all the staff at school especially Clare and Wendy for all their help, support and for letting the PTA use the kitchen.

I introduced a PTA Twitter account last September which I think works well for aiding promotion of events. We also publicise events via the Friday Flyer, posters around school and on the Parent Facebook group.

Future events which were discussed at the last AGM meeting which need some more work researching are: Easter event such as an egg hunt, for Afternoon Tea towards the end of the Summer Term and a Camping night.

The key objectives for the next academic year are to raise funds:

- to finish the resurfacing for the third Phase, which is the area by the tyres and down to the pond
- to replace the children's play equipment which had to be demolished in December and is sorely missed
- to raise funds throughout the next academic year for the following school year's wish list in 2019-20. Approx. £11,000

To help fund the above we need to contact and apply for more funding and grants. We can apply for the next round for the Co-op Community Funding, although the website now says new

causes are chosen every 12 months, so we need to check when we need to apply by and when the next round starts, as it might not be until April 2019, or it could be this October.

I have applied via a form for Charity funding to John Lewis in Cheadle and also enquired to Sainsburys in Wilmslow, as they now have an orange token system. We should also apply to Waitrose in Wilmslow and Tesco at Handforth Dean ASAP.

To conclude all money raised goes straight to School except for the PTA expense of the annual Parentkind (formally PTA UK) membership. All of the committee are parent volunteers and give up our own time for the benefit of all pupils. We are always in need of help of any form of volunteers.

Appendix (ii): Treasurer's Report 2017/18 to date

The accounting year is 1st September to 31st August, therefore the accounts are not finalised, however are up to date as per last bank statement to 5th July 2018.

The following figures are the net profit for fundraising events held.

Bike Ride	£7,310 (£6,646 from 2018 / £664 from 2017)
Xmas Fair	£2,184
Quiz Night	-£21 (Licence)
200 Club	£637 (*Subscriptions banked in prev accounting year)
Disco	£516
Bag to School Collections	£455
Cake Sales	£333
Family Bingo Night	£238
Non Uniform Days	£581
Cinema Night	£657
BBQ	£1,736 (plus £53 for alcohol bought back)
Easy Fundraising	£317 (£276 in March – Lisa's Prize £250)
Music Evening	£59
Boden	£449
Donations	£2,926 (£2,814 Co-op)
Beetle Drive	£267
PTA Expenses	-£183 (PTA UK, Table Cloths, Welcome Meeting)
Total	£14,330*

Further £743 paid in on 18/7/18 and £214 Gift Aid to be paid = £957 **Total £15,287**

Additional £245 to be collected and Gift Aid of £313 claimed.

This year we have funded/assisted with:

Resurfacing Project	£12,000
Coach costs	£1,416 (Snowman & Treasure Island)
Global Week	£800
Science Week	£800
Education City Licence	£1853
Music Teacher	£3268
Leaver's Presents	£450
Termly Donations	£1500
Infants Christmas Presents	£20
Patron of Reading	£1000
Total	£23,107

Additional revenue;

Bike Ride	£1,515
Cake Sale/Non Uniform	£200
Debit 200 Club	-£80 (July draw prize money)
Debit Cheques	-£510
Total	£1,125

We have also incurred £183 expenses of our own which includes our PTA-UK subscription, which provides us with appropriate insurance cover and purchase of new tablecloths.

We are a very successful PTA, raising over £125 per pupil this year which is over 3 times the national average. Well done and thanks to all involved.

Appendix (iii): School wish list for 2018/19

Love Music Trust - c£3,500

Termly donations - £1500

Coaches for whole school theatre trip to see Wind in the Willows - £700

Science Week - £800

Global Week - £800

Author / illustrator visit x 2 - £800

Santa's presents - £50

Leavers' trip / hoodies - £450

First Lego League Entry Fee - £175

Savings towards replacing the large play equipment c£10,000

Total (not including play equipment) £8,775