

PTA AGM Minutes 14/10/21, 6.15pm, Zoom

Attendees: James Rivers, Robert May, Anita Lear, Natalie Walters, Mrs McKinley, Mrs Davis, Miss Cook, Miss Whelan, Mrs Coe, Ms. Poynton, Chris Wells, Mark Ward

Apologies: Natasha Spann

Agenda:

1. Welcome, apologies and present
2. Acceptance of 2020 minutes and accounts
3. Chairman's report
4. Treasurer report
5. Election of Officers
6. Any other business

1. Welcome – Robert May, Chair

The 2020-21 academic year has been a very staggered year for the school community and the World. I'd therefore like to take this opportunity to thank the teachers and all of the St Mary's employees on their continued efforts with our children's education and mental well-being.

2. Acceptance of 2020 minutes and accounts

The Chair summarised the minutes of last year's AGM

- The Vice Chair hosted last years AGM in the absence of the standing Chair.
- He reported on the events that were achieved during the Autumn and Spring terms before we started the first lockdown in the UK.
- He then moved on to discuss how the committee donated funds to school for the Nurture Room and Playground Markings.
- The Summer term of 2020 was spent mainly in lockdown but the committee were still able to donate funds for healthcare precautions for teachers and students.
- The Treasurer's report showed a decreased income from fundraising on the previous year, however we donated approximately £2500 to the school leaving a bank balance of approximately £5200.
- All positions to the Committee were elected and all years were represented.
- There were a number of suggestions for future events in any other business, some that were taken up, others that fell away.

The Chair asked whether they were approved and all present voted in favour.

3. Chairman's report – Robert May

As mentioned in my welcome message, the 2020-21 academic year has been a very different school year to the norm.

The school was open during September & October, however restrictions were brought back in during November so the school closed for the majority of students. Teachers and students took to home schooling over Microsoft Teams.

Restrictions were lifted for a few days over the Christmas period however school was closed again between January and March. Home schooling continued for this period.

For the remainder of the school year, pupils were kept in class bubbles to reduce the spread of Covid-19.

Due to all the restrictions, the committee were reduced to virtual meetings via zoom but still saw continued attendance from standing members and volunteers. Thank you to everyone for giving up your time.

We also needed to change our approach to fundraising but also how we could benefit the school community. We have concentrated heavily on the mental wellbeing of the students this year.

The Autumn term started off with a Wellbeing day for all students which raised £340. A big thank you goes to Julie Yarwood for her assistance with this.

We saw the return of Christmas Cards artwork and held a photo competition over the Christmas period.

Clare & Anita came across the Big Raffle organised by ParentKind which raised £250. Well done ladies.

The early Spring term saw no fundraising due to the lockdown restrictions. However, upon return to school we organized 2 further wellbeing days raising a further £340.

ParentKind also organized another Big Raffle which secured us approx. £100

We finished off the year by being awarded £750 from Jacks Fundraising. £500 to be received in the new academic year.

Even though we have had restrictions throughout the year, we have managed to donate £1500 to school to cover dictionaries, library books, Chromebooks and a duck enclosure.

4. Treasurer's report – James Rivers

Event analysis

		FUNDS RAISED	COSTS	2021 PROFIT	2020 PROFIT
October	Stikins commission	£14.00		£14.00	
November	Clothes Recycling	£99.60		£99.60	£108.50
November	Wellbeing Wednesday	£339.99		£339.99	
December	Christmas Cards artwork	£258.00	£187.20	£70.80	£130.10
December	Christmas Photo competition	£22.66	£46.93	-£24.27	
December	Parentkind Lottery	£250.50		£250.50	
December	Christmas Disco				£328.36
February	Valentine's Disco				£262.35
March	Pub Quiz				£737.07
May	Wellbeing Wednesday	£160.31		£160.31	
May	Movie Night				£182.90
June	Jacks Tesco Fundraising	£250.00		£250.00	
June	Wellbeing Thursday	£284.03		£284.03	
July	ParentKind Big Raffle	£96.00		£96.00	
Feb-Aug	Online contributions (Amazon Smile)	£51.89		£51.89	
				£1592.85	£1749.28

Receipts & Payments

Receipts & Payments account to the year ended 1st September 2021		
	Year ended 01-Sep-21	Year ended 01-Sep-20
Income from fundraising activities	1832.98	2502.25
Expenses on fundraising activities	-234.13	-752.97
Profit on fundraising activities	1598.85	1749.28
Extraordinary Income/ Expenses		
PTA Association Annual Membership (ParentKind)	-111	-110
PTA AGM		-45.28
Tissues & Tears Reception welcome		-12.32
	-111	-167.60
Net Profit / Loss in year	1487.85	1581.68
Transferred to School funds	-1537.29	-2557.93
Prior year transactions		-463.02
	-1537.29	-3020.95
Total Receipts / Payments	-49.44	-1439.27
Opening Bank Balance	5248.47	6693.74
Closing balance	5199.03	5254.47

Statement of Assets & Liabilities

Statement of Assets & Liabilities to the year ended 1st September 2021			
		As at 01-Sep-21	As at 01-Sep-20
Assets	Barclays bank	4754.69	5248.47
	Cash float on hand	444.34	6.00
		5199.03	5254.47
Liabilities		nil	nil
All income, expenditure and assets are unrestricted			

MW asked who decided on what to spend the money raised. RM, JR and NW contributed to the answer that the head teacher or, with her approval, one of the school staff could request our consideration on funding for specific items or events at the school. This would then be considered by the PTA committee and approved or not according to our official stated objectives and financial position. This was always done at a minuted meeting as per our rules of Governance. There were no further questions on the accounts and a vote to accept them was unanimous.

5. Election of Officers and representatives

Committee Officers

Position	Nomination	Proposer	Secunder
Chair	Robert May	Natalie Walters	Mrs McKinley
Vice-Chair	Natalie Walters	Robert May	Anita Lear
Secretary	Anita Lear	James Rivers	Natalie Walters
Treasurer	James Rivers	Anita Lear	Miss Cook
Publicity Officer	unfilled		

Year Representatives

Reception	unfilled
Year 1	Natalie Walters
Year 2	unfilled
Year 3	Anita Lear
Year 4	Robert May
Year 5	unfilled
Year 6	unfilled

Unfilled posts to be advertised and hopefully filled.

6. Any other business

Possible upcoming events were considered:

- Covid safe replacement for discos. Each night straight after school. Kids come ready in party clothes. Kids to stay in respective year groups. 2 class mini disco in the hall with tables in the middle as a possibility.
- Clothes recycling.
- Christmas market style outdoor event near the wooded area to complement the Christmas grotto idea. Gazebos, outdoor extension leads and fairy lights etc.
- Christmas cards

Possibly get parents to have a say on how to prioritise spend based on a list of school needs.

Meeting closed at 7.15pm