

Broomhaugh C of E First School PTA

AGM Agenda 18th October 2021

Chaired By: Amanda Morgan (AM)

Present: Catherine Fisher (CF), Elizabeth Charman (EC), Jen Ainsley (JA), Juliet (J), Kate Houseman (KH), Leanne Dawson (LD), Lisa Phillips (LP), Ruth Symes (RS), Tish Meakin (TM)

Apologies: None

1. Minutes from previous AGM

Last year's minutes approved by those who attended the meeting.

All actions completed

2. Report by the Chair

Chair took committee through the 2020-2021 annual report. See Appendix 1

Of note: Due to the reduced number of social events we were able to host, the PTA ran two raffles, one at Christmas (with generous donations from families which were put into colour themed hampers) and one in the Summer term (with donations from families as well as local businesses). These were a great success, raising a good amount of money which will go towards fulfilling the PTA pledges for the current academic year. With the help of school staff, the PTA hosted 'Break the Rules' day and 'Summer Celebration' events in the summer term. Both these events were enjoyed by all.

3. Report by the Treasurer

Treasurer shared the annual report with the committee. See Appendix 2

Of note: The above events and second hand uniform sales throughout the year raised a total of £2,253.22.

A total of £2,163.50 were donated to the school to contribute towards the purchase of a listening station, ipads/laptops and a charging unit; £290 were donated to the school for the Holly and IVY workshop; and £400 were donated to the school to contribute

towards the whole school beach trip. In addition, £110.97 was spent in PTA expenses to carry out the fundraising events. This brings the total expenditure for 2020-2021 to 2,964.47.

This is a slight loss, but one that was accounted for. Specifically, funds raised in the previous academic year and carried over have enabled the PTA to fulfil pledges for this academic year and also ensure we can fulfil pledges for the forthcoming academic year.

4. Fundraising ideas and events calendar for forthcoming year

JA shared information with the committee regarding events pencilled in for fundraising activities throughout the year for charities such as Children in Need, Help for Heroes, Save the Children and Comic Relief. This will help in planning fundraising events for the school, such that they don't overlap as much as possible.

JA also shared ideas for fundraising activities and priorities for the forthcoming academic year within the school. Of note, JA is confident that social events such as film nights, school discos and celebration events can go ahead this year.

JA highlighted a new policy that has been issued to all schools, regarding the correct labelling of food items. This is something that may impact on the PTA cake sales previously held and will require further investigation prior to any events being planned.

The group discussed and agreed that we should have clear targets for fundraising so parents/carers are aware of what money is being raised for. Current funds will be used towards this year's pledges. Pledges for this academic year will be finalised at our next PTA committee meeting.

5. Nomination of PTA officers

Chair:	Amanda Morgan	nominated by: RS	seconded by: LD
Secretary:	Kate Houseman	nominated by: AM	seconded by: JA
Treasurer:	Ruth Symes	nominated by: LD	seconded by: LP
Vice Chair:	Leanne Dawson	nominated by: LP	seconded by: RS

Broomhaugh C of E First School PTA – Chair's Report

October 2020 – October 2021

Hello and welcome, I'd like to thank you for joining us for our AGM. We are aiming to keep this meeting within the 40 minute Zoom limit, but if we do get cut off, you should be able to sign back in with the same details.

I thought it would be nice to have brief introductions – so if we just say our names and the year group(s) our child(ren) are in that might help put faces to names, especially as we may not all see each other at drop off and pick up.

Events during previous academic year

Sadly due to the ongoing COVID situation we have not been able to put on as many events for the children as in previous years however both the 'Break the Rules' day and 'Summer Celebration' events put on with the help of school staff were enjoyed by all.

Due to the reduced number of events we were able to put on the PTA also ran two raffles, one at Christmas (with generous donations from families which were put into colour themed hampers) and one in the Summer term (again with donations from families as well as local businesses). These were a great success, raising a good amount of money which will go towards fulfilling the PTA pledges for the current academic year.

As ever we would like to thank everybody who has been able to give their time to help with and/or have supported any of our events over the past year.

Fundraising

The PTA exists to raise funds to enhance and enrich the learning experiences of our children. As such, over the academic year 2020-2021 the PTA funded or donated towards the following:

- Holly and Ivy Christmas Roadshow in school.
- Donation towards listening station.
- Donation towards iPads/laptops.
- Donation towards charging unit.
- Coach for the annual whole school beach trip.

We are always keen to gather views from families about what they feel the PTA fundraising priorities should be. In the past we have surveyed parents and carers and the findings have helped inform our pledges. The committee plans to carry out a similar survey during the Spring Term.

Committee changes

Although all parents of children at the school are members of the PTA along with school staff, there are a small group of parents who have taken on extra responsibilities in order to ensure that the PTA continues to run effectively, and we link closely with our current nominated staff liaison Jen Ainsley. This being said, we are always on the lookout for extra support. It doesn't need to be a big commitment, any offers of help for a particular event, support in looking for and applying for grants, donations of raffle prizes, or simply attending a PTA meeting to share your views, would be fantastic and gratefully received. We have set up a PTA 'Volunteers and Events' [whatsapp](#) so if you would like to join please ask for the link via your year group [whatsapp](#).

Currently the Core PTA Committee are:

Amanda Morgan - Chair

Leanne Dawson - Vice Chair

Kate Houseman - Secretary

Ruth Symes - Treasurer

Lisa Phillips - Core Committee member

Broomhaugh First School PTA Finances 2020-2021			
Summary 2020/21			
Income	£2,253.22		
Expenditure	£2,964.47		
Net income	-£711.25		
Total funds remaining			
Starting total	£4,765.09		
net increase	-£711.25		
Total	£4,053.84		
Summary of fundraising events			
	Income	Expenditure	Net income
Raffle – Christmas	£354.00	£0.00	£354.00
Raffle – Summer	£720.00	£40.00	£680.00
Second hand uniform	£342.22	£0.00	£342.22
Break the rules day	£198.50	£1.97	£193.53
Summer Celebration	£638.50	£0.00	£638.50
	2253.22		£2,208.25
Allocated funds from total			
Garden- Aviva grant	£1,000.00		
less spends so far			
Hannah	£317.28		
Living green	£131.02		
Ridley Fencing	£120.00		
Hannah T for expenses	£204.21		
Liz Charman- garden supplies	£102.23		
funds remaining	£125.26		
Funds remaining after allocated funds			
	£3,928.58		
Bank Records			
Opening bank balance	£4,404.75		
Cheques banked	£428.00		
Cash banked	£696.55		
Cheques Paid	£0.00		
Direct debit	£69.00		
BT out	£2,893.50		
BT in	£1,048.72		
Closing bank balance	£3,615.52		
Statement balance Aug 21			
cash banked not on statement	£0.00		
cash not on statement	£0.00		
chq banked not on statement	£0.00		
chq not on statement	£0.00		
Closing bank balance			
	£3,615.52		
Difference			
	£0.00		
Cash in hand			
Opening cash in hand balance	£360.34		
Cash Received	£0.00		
Cash Paid	£1.97		
Cash banked	£696.55		
Closing cash balance	£438.32		
Held	£438.32		
Difference			
	£0.00		
Total funds			
	£4,053.84		

Broomhaugh First School PTA Income and Expenditure September 2020-2021

INCOME			EXPENDITURE		
Date	Description	Income	Date	Description	Expenditure
08/09/2020	Second hand uniform	bt £10.00	12/10/2020	NCC – Donation for listening station	bt £110.00
09/09/2020	Second hand uniform	bt £15.00	12/11/2020	NCC – Donation for ipads	bt £1,500.00
01/10/2020	Second hand uniform	c £10.00	10/12/2020	NCC – Donation for charging unit	bt £553.50
07/12/2020	Second hand uniform	c £5.00	15/12/2020	Holly and Ivy Roadshow	bt £290.00
07/12/2020	Raffle tickets	bt £100.00	04/01/2021	Parentkind Subscription	dd £69.00
08/12/2020	Raffle tickets	bt £10.00	28/05/2021	Break the rules day expenses	c £1.97
09/12/2020	Raffle tickets	bt £10.00	28/06/2021	Raffle license	bt £40.00
11/12/2020	Raffle tickets	bt £10.00	08/07/2021	AA Jewitt – Beach trip coach	bt £400.00
14/12/2020	Raffle tickets	bt £20.00			
16/12/2020	Raffle tickets	bt £5.00			
17/12/2020	Raffle tickets	c £184.00			
		q £15.00			
11/02/2021	Second hand uniform	bt £4.50			
29/03/2021	Second hand uniform	bt £25.00			
31/03/2021	Second hand uniform	c £3.00			
15/04/2021	Second hand uniform	bt £5.00			
		c £20.00			
06/05/2021	Second hand uniform	bt £7.50			
10/05/2021	Second hand uniform	bt £3.00			
13/05/2021	Second hand uniform	bt £10.00			
25/05/2021	Second hand uniform	bt £6.00			
28/05/2021	Break the rules day	c £192.50			
		q £3.00			
		bt £3.00			
		bt £20.00		Total expenditure	2,964.47
22/06/2021	Summer Celebration	bt £20.00			
23/06/2021	Summer Celebration	bt £50.00		Net income	-£711.25
24/06/2021	Summer Celebration	bt £70.00			
25/06/2021	Summer Celebration	bt £30.00			
25/06/2021	Second hand uniform (Sumup)	bt £71.81			
		c £48.50			
28/06/2021	Second hand uniform	bt £35.00			
28/06/2021	Summer Celebration	bt £5.00			
29/06/2021	Second hand uniform (Sumup)	bt £5.41			
30/06/2021	Second hand uniform	bt £22.50			
30/06/2021	Summer Celebration	bt £25.00			
30/06/2021	Raffle tickets	bt £50.00			
01/07/2021	Summer Celebration	bt £5.00			
05/07/2021	Summer Celebration	bt £20.00			
05/07/2021	Raffle tickets	bt £40.00			
06/07/2021	Raffle tickets	bt £30.00			
06/07/2021	Summer Celebration	c £78.50			
		q £310.00			
		bt £5.00			
07/07/2021	Summer Celebration	bt £20.00			
07/07/2021	Raffle tickets	bt £80.00			
12/07/2021	Raffle tickets	c £195.00			
		q £100.00			
		bt £160.00			
12/07/2021	Second hand uniform	c £20.00			
		bt £15.00			
13/07/2021	Raffle tickets	bt £40.00			
15/07/2021	Raffle tickets	bt £5.00			
		c £20.00			
	Total income	2,253.22			