

St Peter's CEP School PTA – registered charity number 1031496

ANNUAL GENERAL MEETING 2022, 19th October 2022, 8pm via Zoom

In attendance

Lauren Franklin, Charles Brock, Dan Turvey, Sarah Kilgallon, Melanie Wilson, Jess Grinham, Fiona Greenaway, Natasha Hryniewicz, Isabel McElhinney, "Matthew's i phone", James

Apologies

Keith Mitchell, Helen Garrett

The minutes of the 2021 AGM were approved.

The Chair's Report and the Treasurer's Report had been circulated via email ahead of the meeting and were approved. They are attached to these minutes. Members present unanimously thanked Sarah Kilgallon for all that she had done for the charity and, by extension, the School during her time as Chair.

An independent examination of the accounts will be arranged by Keith Mitchell.

Election of Trustees

The posts were filled as follows:

Chair – Natasha Hryniewicz (nominated by Charles Brock, seconded by Sarah Kilgallon)
Vice Chair – Lauren Franklin (nominated by Sarah Kilgallon, seconded by Natasha Hryniewicz)
Secretary – Charles Brock (nominated by Sarah Kilgallon, seconded by Lauren Franklin)
Treasurer – Keith Mitchell (nominated by Sarah Kilgallon, seconded by Charles Brock)
Trustee – Fiona Greenaway (nominated by Charles Brock, seconded by Lauren Franklin)

No other nominations were received.

Class Reps 2022-3

Mars - Lara Rishworth
Pluto - Natasha Hryniewicz
Earth - Fiona Greenaway
Neptune - Lauren Franklin
Mercury - Claire Hussein
Saturn - Natalie Wong
Jupiter - Sharon Evans

The AGM was concluded at 8.30pm and the PTA meeting continued.

PTA meeting, chaired by Natasha Hryniewicz

The Chair talked through plans for events and fundraising for the rest of the Calendar Year, including:

- The Christmas Fair will take place after school on Friday 2nd December. A "Brainstorming / Planning" meeting would take place in the Royal Oak pub on 1st November at 8pm. Parents will be asked to investigate 'match funding' opportunities through employers.
- There would be an Own Clothes Day in late November to raise funds for Christmas Hamper Raffle Prizes. A team of volunteers will aim to source other prizes from local businesses.
- A collection and sale of Christmas Jumpers is planned for 25th November
- A collection and distribution of Nativity Costumes is planned
- Santa has informed us that he will be visiting the School on 15th December and will be visiting each classroom. He will read a story for the younger year groups and have a Christmas quiz for older year groups. The PTA will fund a present for each class (max cost £30 per class) and Charles will liaise with class teachers regarding this. Volunteers will be asked to help wrap presents for the Grotto at the Christmas Fair.
- Christmas Eve craft bags will again be sold, hopefully utilising stock held in the PTA shed
- Photography for the Calendar will take place on 2nd November. Nick Parker has kindly offered to be the official photographer and Natasha is speaking to printers. The calendars should be ready for sale at the Christmas Fair.
- A collection of clothing and textiles will be organised under the Bag2School scheme, whereby the PTA will be paid by the weight of what is collected
- It is hoped that a Pottery Painting evening can be organised at Manic Ceramics, subject to demand
- Thanks to Claire for organising Christmas Cards and to Fran and Becci for organising the Disco on 5th November.
- Dunorlan Fireworks tickets shortly to go on sale with the PTA receiving £1 per person
- Ongoing fundraising includes Amazon Smile, TW Lotto and second hand uniform sales.

Charles confirmed that there are currently no grant applications outstanding. He would look again at Tesco and One Stop grant schemes.

Dan Turvey congratulated the PTA on its work, making the point that it's impact was in excess of what would be normal at a small school. He cautioned against trying to do too much.

James asked if the PTA had looked at e-pay machines in order to reduce the need for using cash. Charles confirmed that this was being looked at.

The meeting closed at 9.15pm

St Peter's School PTA AGM 2022

Chairpersons report by Sarah Kilgallon, Chair

The core PTA committee is made up of a small group of committed parents. Each year as the current Year 6 children move on to the next stage of their education, we inevitably lose some experienced members and volunteers. We will be discussing role changes as part of this evening's agenda and I would encourage any of you to consider now and in the future, the opportunity to be an active member of the PTA. Without new members the PTA will not continue, and I believe this would be to the detriment to our school. It is also a great way to meet other families at our school.

This last year things started to feel normal again and we were able to hold some fun events, we saw the return of the school discos, Summer Fair & Cake sales along with the staples of Mothers Day gifts/ Fathers Day gifts and raffles. Fundraising totals can be found detailed on the treasurers' report. Special thanks and recognition needs to go out to all those who help out, have given their time and lent a hand in one form or another.

As my daughter will be leaving St Peter's shortly I am stepping down as Chair. From a personal point of view, I have thoroughly enjoyed my role as Chair, particularly because I have been joined by the best of teams. The joint efforts of this team have led to some incredible fundraising and some fantastic school events. We have really laughed a lot even, if at times we were looking a little like rabbits caught in headlights! So, a massive thank you to Charles, Natasha & Keith.

I hope this year that the PTA will continue to gain more support and build upon what we have previously achieved.

ST PETERS CEP SCHOOL PTA
Income & Expenditure Analysis Year 1 September 2021 to 31 August 2022

			Notes
Funds available at start of financial year	Community Account	£4,527.27	
	Bonus Account	£4,214.11	
	Total	£8,741.38	
Current funds available	Community Account	£20,057.84	
	Bonus Account	£4,515.06	
	Total	£24,572.90	
Net Movement in Funds - as per bank statements		£15,831.52	(1)
Less : 2021/22 Financial Year Expenditure where cheques not presented by the year end		(£4,757.08)	(2)
Less : 2020/21 Financial Year Income received during 2021/22 Financial Year		£0.00	
Add Back : 2020/21 Financial Year Expenditure paid in 2021/22		£111.78	
Adjusted Net Movement in Funds		£11,186.22	(3)

	<u>Income</u>	<u>Expenses</u>	<u>Surplus</u>	
Fireworks tickets	£1,041.50	(£895.50)	£146.00	
Christmas gifts	£1,705.32	(£1,136.91)	£568.41	
Reindeer run	£350.00	£0.00	£350.00	
Easter Craft Bags	£192.00	(£131.45)	£60.55	
Easter Disco	£757.20	(£203.26)	£553.94	
Mother's Day	£453.00	(£239.96)	£213.04	
Father's Day	£0.00	(£108.53)	(£108.53)	
Own clothes day	£126.40	£0.00	£126.40	
Tea towels	£595.00	(£418.74)	£176.26	
Summer Fair	£7,233.12	(£2,398.43)	£4,834.69	
Cake sale	£793.65	£0.00	£793.65	
Quiz nights	£194.00	£0.00	£194.00	
Raffles	£1,028.80	(£62.00)	£966.80	
Uniforms	£310.00	£0.00	£310.00	
Grants	£6,228.00	£0.00	£6,228.00	
Pavers	£0.00	(£16.16)	(£16.16)	
Lotto	£1,051.50	£0.00	£1,051.50	
AmazonSmile donations	£95.48	£0.00	£95.48	
Giving machine	£16.52	£0.00	£16.52	
Just Giving	£126.89	£0.00	£126.89	
Gross Surplus from Activities	£22,298.38	(£5,610.94)	£16,687.44	
Less : Donations to St Peters CEP School				
Money week		(£35.00)		
Swimming & trips		(£2,110.00)		
Mathletics		(£553.88)		
Cake sales		(£765.70)		
Year 6 bowling		(£180.00)		
School trips		(£840.00)		
Autograph books		(£307.50)		
Total Donations to St Peters CEP School			(£4,792.08)	
Less : Other Operating Expenses				
Parentkind (PTA UK)		(£116.00)		
Parentmail fees		(£58.72)		
General fundraising exps		(£523.62)		
Coffee morning		(£11.75)		
Total Other Operating Expenses			(£710.09)	
Total bank interest received			£0.95	
Net Surplus from Activities = Adjusted Net Movement in Funds	£22,298.38	(£11,113.11)	£11,186.22	(4)

Notes to the Income & Expenditure Analysis

- (1) The Net Movement In Funds shows the total increase or decrease in monies held in the PTA Bank Accounts over the 12 months ended 31st August 2022. This movement can be reconciled back to the PTA bank statements.
- (2) The adjustments are made to deduct any movements into or out of the PTA Bank Accounts that are not relevant to the financial year and / or income or expenditure relevant to the financial year that hasn't yet been reflected in the Bank Accounts.
- (3) The Adjusted Net Movement in Funds shows the total increase or decrease in monies held in the Bank Accounts attributable to PTA activities during the financial year.
- (4) The Net Surplus from Activities shows the value of income generated from activities during the financial year less expenditure directly attributable to those activities.