

St Leonards School PTFA

AGM

Monday 25th September 2017 at 7pm

Present: Lesley Harris, Lynsey Evans, Andrea Dunwoody, Linda Keane, Vicky ?
Sidonia Slater-Watts, Nicola Jones, Kate Hassall, Gemma Lane, Caroline Debus, Lorraine Squire, Samantha Wasilewski, Becky Packham, Liz Turner, Ewelina.

Minutes: Lorraine Squire

Apologies: Anita Paris, Martine Norris, Neil Blackwell, Cera Woods

Lorraine opened the meeting by thanking everyone for coming.

Summary of events 2016/17

We have held a number of successful events this year

Christmas Disco with a visit from Santa

Family Bingo

Pancake Day

Easter Bunny

Summer Raffle

Summer Fete

Leavers Disco

During these events we raised a total net profit after relevant expenses of £3972.

Events were well attended and people that attended gave good feedback.

We changed the pricing structure of the discos so that ticket prices included drinks sweets and glow sticks. The Christmas disco also included a visit from Santa with a small gift. This helped by eliminating needing cash / change tins for the various items on sale.

The family bingo was especially nice being able to have the children there and they really enjoyed it. We borrowed the bingo machine and bought the books and prizes.

The response for the Easter bunny completion was also positive.

The fete was a great day, we had the weather on our side and people appeared to enjoy themselves. It had a real community feel and we would love to see more of this from school events in the future. The horse and cart rides were a real attraction for the children who really enjoyed them.

Mrs Debus organised the raffle again this year which was well supported and the prizes were fantastic. We had good support from local businesses.

Evaluating the years activities there are things we could learn from and do differently in future.

- Missed fundraising opportunities at the school fete. In future we will manage our own food sales stalls and recruit volunteers to prepare food.
- The pancake party was not as we had planned and as the children have pancakes at lunch time at school we will not repeat this activity.
- Communication. In future we will use the parents and carer face book page to advertise events and communicate more regarding PTFA help as it would appear that this is the preferred way of communication for our parents. We will continue to also use email for the committee
- The leavers school disco was well attended meaning we reached fire safety numbers and unfortunately had to turn children away who had not pre bought a ticket. For future discos we will have printed numbered tickets to manage sales more efficiently and tickets will need to be purchased in advance. It will be made clear that anyone who has not pre purchased a ticket will run the risk of not being turned away.

Ewelina has been treasurer for us along with assistance from Kate; she is standing down this year. We extend our thanks to her for her commitment and work during the last year.

Cera Woods has been our secretary but finds it difficult so is prepared to job share going forward for this year.

Attendance at PTFA meetings has been low although we do get offers of help for events when required. For this reason I am proposing we have 6 meetings a year (1 per term) 3 in the evenings and 3 in the afternoons thus making it more accessible for all of our parents.

Finance update

Lorraine shared the finance report for the financial year. Copy attached.

Projects funded this year

Hoodies	£684
Atomic Tom	£257
Waterproofs	£500
Costumes	£367
Glockenspiels	£459
I pad Contribution	£3972 (Contribution for pads to be rounded up to £4000)

Money held in reserves

Money held in reserves for this coming year = £2847.

We have a visit planned from author Tom Palmer in January approximate cost £600.

Hoodies were well received again this year and will be provided again for our summer 2018 leavers. The approximate cost will again be around £700.

Agree PTFA committee

Chair: Lorraine Squire & Samantha Wasilewski

Secretary: Cera Woods

Treasurer: Gemma Lane

Future meeting dates and events / AOB

Lesley Harris has secured a shed for PTFA use which will be available around Christmas.

There will be a separate event for leavers this year organised by staff. The PTFA will continue with a disco but it will be summer disco not a leavers disco.

Fete needs to be in June next summer as the month of July is too busy in school.

Social Events. The PTFA did not hold any social only events during this last year. We will endeavour to fit a minimum of 2 in this year. Ideas and dates discussed. TBC.

Next PTFA Meeting Wednesday November 8th at 2pm