**St. John’s School Parents’ Association -***Fundraising for our children’s futures*

**MINUTES**

**Parents Association Meeting – 25 Feb 21**

**Run online via Zoom**

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| --- | --- | --- |
| In attendance | Charlotte Best  Rebekah Sharrock  Rachel McComish  Sara O’Connor  Carenza Parker  Jo Sharp  Claire Smith  Charly Jones | Chair  Treasurer  Secretary |
| Apologies | Nil |  |

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| --- | --- |
| **Discussion** | **Lead/Action** |
| **Minutes of the last meeting:**  Nil comments to the minutes from the last meeting.  **Item 1: Actions following last meeting**   * SOC observed that she had not seen sight of minutes, as not on FaceBook and could not source them on PTA Events page or ParentMail. Requested that minutes also be added to the PA Page on the school website.   *Post meeting note: Minutes and Treasurer report were circulated via ParentMail on 15 Jan 21, and are now in the relevant area on PTA Events. Sec has requested access to the Website – awaiting details from school office.*   * At the previous meeting, several parents had observed that the Hogan’s Hideaway was an eyesore from the park side of the fence.   **Action taken:** A sponsored banner was sourced at a cost of £35 (covered in full by the Sponsor) and is now in situ to explain the works.  No further action required.  **Item 2: Treasurer’s Report**  Please see enclosed financial statement, for specific detail. Very little in the way of fundraising has taken place due to lockdown conditions, and nothing significant to report since the last meeting.  One observation to note is that the school calendar was not as well received as hoped and made a loss of £359.50  **Item 3: Sensory Garden**  A brief presentation was given by the ProjO Rachel McComish.  ‘Since the last works took place on 26th Oct, ProjO has sought teacher input in November and pupil council ideas were sent over in December.  A more detailed plan of action is being formulated and RM has arranged with Mr Bundock to meet wildlife expert John Tyler at the side entrance to the millennium garden this week in order to discuss how to tackle the pond/s in the new design. There are also plans to re-home the fish if they can be caught!  A new site layout diagram has been composed and will be finalised once JT has been spoken to. A strong thread throughout all feedback received, is the need for a garden space to focus on wellbeing, particularly moving forward and with the proposed return to school for all pupils. Discussions are taking place as to renaming the garden to incorporate language around mental health, a strong contender at present being ‘Wellbeing Garden’ which would incorporate both sensory and wildlife elements. Other suggestions, as always are welcomed.  **Item 4: Spending Proposals**   * Committee proposed that £80+vat be allocated to paying for the guest author, Jeanne Willis, speaking to Year 1 & 2 on Fri 5th Mar.   Proposed: Charlotte Best  Seconded: Beka Sharrock  *Post meeting note:*  *The committee were approached to fund the Horrible Animals workshop for Reception at a cost of £100. An email vote to those committee members who attended the last meeting took place and was unanimously approved.*  **Item 5: Volunteers**   * Volunteers are sought for the following:   2nd Hand uniform – to store, sort, and co-manage with KW  Fish – to maintain, feed and clean the 2 x tropical fish tanks in the school.  Please pass names to the committee via email.  **Item 6 – AOB/ Closing remarks/ Dates of Next Meetings**  **AOB**   * Committee were requested to note with the approval of the Year 1 &2 spend, that the school arrange something similar for KS2 pupils.   Chair to raise with school.   * Date of next Bag2School was queried. Chair to engage and arrange – Sec to discuss siting of perm solution on school premises. * Chair raised query ref engagement with virtual vs physical activities. General feeling from those in attendance was that parents would rather save the funds until a physical event could be arranged later in the year.   **Dates of Next Meetings**.   * 1. Core Committee: TBC   2. PA meeting TBC   All emails should be sent to [stjohnsparentsassociation@gmail.com.](mailto:stjohnsparentsassociation@gmail.com) | Chair  Sec  Chair  All parents  All parents  Treasurer  All Parents    Chair  Chair/Sec  Committee to note |

C A Jones

Secretary

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| --- | --- | --- | --- |
| **St John's Primary School Parents' Association** | | | |
| **Financial Update 5/11/20-23/2/21** | | | |
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| **Bank Balance at Sep 20** |  |  |  |
| Main Account |  |  | 16944.31 |
| Booko Club |  |  | 693.36 |
| 3rd Account |  |  | 0.16 |
| Metro Bank |  |  |  |
| Paypal |  |  |  |
| Stripe |  |  |  |
| **Total** |  |  | **17637.83** |
|  |  |  |  |
| **Funds Raised Since 1 Sep 20** |  |  |  |
| **Events** | Income | Expense |  |
| Hoodies | 862.60 | 798.00 | 64.60 |
| Christmas Card Orders | 2003.60 | 1489.73 | 513.87 |
| 2nd Hand Uniform | 135.15 | 0.00 | 135.15 |
| Xmas Online Fair | 410.00 | 0.00 | 410.00 |
| Christmas Draws | 522.00 | 41.97 | 480.03 |
| Online sales (trees, puddings, online shop) | 1463.00 | 1251.52 | 211.48 |
| Secret Room | 2807.00 | 1582.09 | 1224.91 |
| Music bingo | 110.00 | 25.00 | 85.00 |
| Wreaths | 400.00 | 227.63 | 172.37 |
| School calendar | 401.00 | 760.50 | -359.50 |
| Stationery | 23.90 |  | 23.90 |
| **Booko** | 499.67 | 173.45 | 326.22 |
| **Misc Income (Referrals, Recycling, Ebay, Donations)** |  |  |  |
| Bags2 School | 165.00 |  | 165.00 |
| Waitrose donation | 333.00 |  | 333.00 |
| Gift Aid | 225.69 |  |  |
| Easyfundraising | 49.92 |  | 49.92 |
| Amazon Smile | 100.17 |  | 100.17 |
| Book Selling | 82.48 |  | 82.48 |
| Recycling | 598.45 |  | 598.45 |
| **Total Funds Raised** | **11192.63** | **6349.89** | **4617.05** |
|  |  |  |  |
|  |  |  |  |
| **PA Expenses** |  |  |  |
| **MPLC** |  | 75.52 |  |
| Banner for Sensory Garden |  | 36.00 | 36.00 |
| Lottery Licence for Booko |  | 0.00 | 0.00 |
| Parentkind Membership |  | 0.00 | 0.00 |
| Parents Events (Tea & coffee etc) |  | 0.00 | 0.00 |
| Kids Treats (Reception welcome bags, Crackers, Easter Eggs) |  | 30.34 | 30.34 |
| **Total PA Purchases** |  |  | **66.34** |
|  |  |  |  |
| **Purchases since 1st Sept** |  |  |  |
| **Ongoing Projects** |  |  |  |
| Cookery |  | 572.60 | 572.60 |
| Fish |  | 0.00 | 0.00 |
| Sensory Garden |  |  | 504.00 |
| Garden & Outdoor Areas |  | 0.00 | 0.00 |
| **One Off Purchases** |  |  | 1193.70 |
| **Total School Purchases** | **0.00** | **572.60** | **2270.30** |
|  |  |  |  |
| **Bank Balances - 22 Feb 21** |  |  |  |
| Main Account |  |  | 17931.36 |
| Booko Club |  |  | 1176.13 |
| 3rd Account |  |  | 0.16 |
| Metro Bank |  |  | 8761.50 |
| Paypal |  |  | 2077.87 |
| Stripe |  |  | 1283.64 |
| **Total** |  |  | **31230.66** |
|  |  |  |  |
| **Funds Committed** |  |  |  |
| Fish |  |  | 300.00 |
| Cookery project |  |  | 6412.90 |
| Sensory Garden |  |  | 931.00 |
| Reserves |  |  | 7500.00 |
| Reserved for Booko |  |  | **1176.13** |
| Garden Spends |  |  | **100** |
| Website |  |  | **1123.02** |
| Teacher Gifts (Yr 6 Gift) |  |  | **454** |
| **Total Committed Funds** |  |  | **17997.05** |
|  |  |  |  |
| **Effective Balance** |  |  | **13233.61** |