

Minutes

Parents Association AGM – 23 September 2019

1. **QUICK INTRODUCTIONS:** Victoria Geenes (Chair), Jo Sharp (Secretary), Christel Rousseau, Charly Jones, Carenza Parker, Cathy Henshaw, Kay Bolton, Mr Newton, Mrs Thomas
2. **APOLOGIES:** Nell Rigg, Jeni Fairey, Sara O'Connor, Lisa Cook, Julia Spittles, Caroline Johnstone, Mark Blackburn, Mrs Freeman
3. **MINUTES OF LAST MEETING APPROVED**
4. **CHAIR'S REPORT** – Attached at end of minutes.
5. **TREASURER'S SUMMARY** – Attached at end of minutes
6. **ELECTION OF PA OFFICERS**
Thanks to Caroline and Mark who are stepping down after supporting us for the last year.

New Appointees

Chair – Victoria Geenes. Proposed by J Sharp, Seconded by Mrs Thomas

Vice Chairs – Charly Jones and Charlotte Best. Proposed by Mr Newton. Seconded by V Geenes

Secretary – Jo Sharp. Proposed by Mrs Thomas, Seconded by Christel Rousseau

Treasurer – Marc Jones. Proposed by Charly Jones. Seconded by Christel Rousseau

Many thanks to all committee members for helping the PA run for another year.

7. AOB

VG and JS proposed the adoption of a new Constitution for the PA.

The current Constitution was adopted in 1993 and it is proposed to replace it with the Model Constitution that is provided by Parentkind which is more upto date with respect to Charity Commission requirements. The Parentkind constitution has been pre-approved by the Charity commission and therefore can be adopted in its entirety without approval required from the Charity Commission.

Fundamentally there are no major changes to the constitution with the Association's aims and objectives remaining the same.

It was agreed to adopt the new constitution going forward.

Mr Newton requested that copies are provided to the school and to the Governors.

ACTION - JS to provide copies.

Chair's Report 2018-2019

This evening brings to a close another incredible year of fundraising and spending for the PA.

There have been so many great events and so many people involved that I fear that I would forget someone if I tried to name everyone individually, so won't, but huge and heartfelt thank yous to everyone who has organised events over the last 12 months.

Huge thank yous also to everyone who has donated to, attended or made tea at the various different events that we have held across the year - without your support they just wouldn't happen.

Finally the biggest thank yous have to go to the current committee members – Caroline and Mark who stepped into the breach this time last year to ensure that we could run for another year, and Jo who's tireless energy for all things PA is just incredible.

As school budgets get ever tighter, we have inevitably had to fill in some of the gaps to ensure that the children have the best possible environments in which to learn. To this end, in the last year, we have spent money on new curtains for the hall, new carpets in the reception classroom, refurbishing both the KS1 and KS2 libraries, refurbishing the learning mentor room, a new smart board and new tables and chairs for the children to sit at. These investments, along with those made from the school budgets are part of what we hope will be an ongoing partnership between the PA and the school to improve the school environment, and we hope that you will agree that the school is beginning to look much better for it.

To balance these spends, we have also spent money on activities and facilities that give the children some added sparkle to enhance their learning and provide them with some great memories of their time at St Johns. We have paid for every child to have a curriculum based workshop, we are continuing with the cookery project funded by the 2017 Summer Ball and have an ongoing programme of refurbishment of the outdoor spaces including the millennium garden and Hogan's hideaway to give new and exciting learning opportunities.

There is however still a long list of projects that need completing or even starting and so we really hope that we can form a committee to move forward for the next year to ensure that our children are given the best possible start to their school lives

Treasurer's Summary

Once again we've had a great year of fundraising for the school.

We raised £2985 from the Christmas Fair, £2334 from the school discos, £924 from camp night and a fabulous £9460 from The Summer Ball. Cookie & snack sales have continued all year raising £903 and 2nd Hand Uniform £464.

Booko brought in £1242 just for book purchases too.

Will additional money coming in from bingo, referral schemes, recycling initiatives, theatre tickets and more, we raised a fantastic £24,131 in the last financial year.

The money raised has gone towards funding new tables and chairs throughout the school, workshops for each year group, theatre troop visits, outdoor role play items for KS1, a new smart board and more.

Our current balances are high with £41,153 in the bank however £32,300 is allocated for specific spends

£9980 for the table and chairs

£8000 for cookery lessons

£2500 for fitness trail maintenance

£4900 for other projects.

£7000 for contingency

During the year we opened a new bank account with Metro Bank which has made paying in money much easier and we have transferred the events website payments from Paypal to Stripe due to changes with the platform.

Thank you for everyone's help over the last year.

Full Financial Report attached

St John's Primary School Parents' Association

Financial Update 1/9/18-31/8/19

Bank Balance at 1st September 2018

Main Account	8162.00
Booko Club	722.21
3rd Account	0.16
Metro Bank	0.00
Paypal	40735.91
Stripe	0.00

Total	49620.28
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Expenses and income relating to 17/18	Income	Expenses		Notes
Camp Night 2018	231.60	-146.36	85.24	17/18
Theatre - Lion King		-790.00	-790.00	17/18
Stationery (Pencils)	54.00		54.00	17/18
Sports Day	224.32		224.32	17/18
Cookies pre Sept 18	843.73	-91.70	752.03	17/18
Summer Concert	296.15	-124.75	171.40	17/18
Xmas DVDs		-135.92	-135.92	17/18
2nd Hand Uniform	161.50		161.50	17/18
Bag2School	160.00		160.00	17/18
Fish		-200.68	-200.68	17/18
Cookery		-22.40	-22.40	17/18
Stampastic	10.00		10.00	17/18
Booko		-14.00	-14.00	17/19

Funds Raised Since 10th September 2018

Events

Theatre - School Of Rock	1649.00	-1557.50	91.50	
Theatre - Horrible Histories	462.00	-649.00	-187.00	£319 transferred before Sept 18
Theatre - R Fiennes	320.00	-320.00	0.00	
Theatre - Panto Tickets	3456.00	-3264.00	192.00	
Theatre - Wicked	2100.00	-1826.00	274.00	
Theatre - Aladdin	1650.00	-1553.00	97.00	
Theatre - Tom Gates	363.00	-285.00	78.00	
Theatre - Billionaire Boy	611.00	-60.00	551.00	Balance to be paid
Christmas Card Orders	1715.20	-1287.77	427.43	
2nd Hand Uniform	463.91		463.91	
2nd Hand Clothes (Sept & Nov)	435.76		435.76	
Sponsored Run	1406.12		1406.12	
Disco (Nov)	1095.07	-429.06	666.01	
Outdoor Club	36.00		36.00	
Santa's Grotto	524.00	-279.98	244.02	
Xmas Fair	2375.60	-346.13	2029.47	
Secret Room	2191.40	-1479.49	711.91	
Wreath Workshop	380.00	-119.42	260.58	
Xmas Play DVDs	1215.00	-236.82	978.18	
Duathlon	101.00		101.00	
Disco (Mar)	1014.30	-222.14	792.16	
Prom Praise Coach	495.00	-365.00	130.00	
Bingo	367.94	-84.94	283.00	

Fashion Show	65.00	-108.50	-43.50	
Disco (Jun)	1052.08	-176.08	876.00	
Sports Day	195.20	-43.40	151.80	Ice Lollies for all children
Year 6 Party	443.00	-680.00	-237.00	Photobooth £280 - PA Funded
Year 6 Donations	425.00	-407.48	17.52	Extra donated to PA
Camp Night 2019	1024.00	-100.34	923.66	
Summer Concert	95.00	-22.00	73.00	
Summer Ball	18221.12	-8761.91	9459.21	
Cookies	1507.96	-604.04	903.92	
Stationery	263.76	-437.25	-173.49	Stock Held, Pens bought for Yr 2
Booko	1242.03	-1877.32	-635.29	
Misc Income (Referrals, Recycling, Ebay, Donations)				
Easyfundraising	715.06		715.06	
Amazon Smile	51.43		51.43	
Stampastic Raffle & % sales	18.67		18.67	
Sumup Referrals	40.00		40.00	
Bag2School	512.00		512.00	
Recycling	177.55		177.55	
Misc Donation via website	73.40		73.40	
Misc Selling items	76.20		76.20	
Misc Charity Donation via MyDonate	24.90		24.90	
Paypal Giving for KS1 Playground	440.00		440.00	
Fees to be paid to PTA-Events	79.30		79.30	
Misc Selling items	80.00		80.00	
Sports Grant	500.00		500.00	
Misc credit	27.22		27.22	
Spending for 19-20				
Xmas Fair 2019		-1091.11	-1091.11	
Theatre - Billionaire Boy	611.00	-60.00	551.00	£540 to be paid, 3 tickets unsold
Theatre - Dennis & Gnasher	49.50		49.50	

Total Funds Raised	54418.98	-30260.49	24158.49
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Music Pavilion Spends / Income since 1st Sept 2018

Lacey Green Charities	5000.00		5000.00	
Coop	2936.37		2936.37	
Tesco	1000.00		1000.00	
Pavilion Spends		-26643.21	-26643.21	£20772.73 in 17/18

Total Pavilion	8936.37	-26643.21	-17706.84
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Purchases of Stock / Sundries

Lottery License for Booko	-20.00
Thank You Cards	-46.34
Credit Card Machine	-22.80
Easter Eggs	-84.00
Parentkind Membership	-105.00
Shelves for foyer	-74.00
Parents Events (Tea & coffee etc)	-27.26
Pavillion Opening	-86.45
World Book Day Vouchers	-90.00
PTA Event's Fees	-58.84

Total PA Purchases	-614.69
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Purchases since 1st Sept 19

Hall Curtains	-2474.41	17/18
Cookery Project	-690.36	
Fish	-273.83	
Learning Mentor Room	-135.95	
Library	-322.30	
Carpets	-1502.00	
Clock Resources	-34.94	School Pots
Clock Resources	-37.55	School Pots
Coin Shapes	-81.89	School Pots
Label Holders	-67.24	School Pots
3D Printing Workshop	-500.00	Class Workshops
Zoolab	-139.00	Class Workshops
Forensics Workshop	-449.00	Class Workshops
Off the Page	-523.00	Class Workshops
Crochet Set	-19.96	School Pots
Dolly Pegs	-8.02	School Pots
Victorian Day Items	-115.80	School Pots
Smart Boards	-2737.00	
Handwriting Scheme	-158.50	
Yr3 Transition	-23.96	
Image Theatre	-325.00	
External White Board	-76.98	
KS1 Playground & Hogans Hideaway	-1938.00	
KS1 Outdoor Equipment	-887.00	
Medals, Stickers, Explorer	-161.47	
Sensory Garden	-69.94	

Total School Purchases	-13753.10	-13753.10
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Bank Balances - 31st August 2019

Main Account	33858.80
Booko Club	86.92
3rd Account	0.16
Metro Bank	7207.26
Paypal	0.00

Total	41153.14
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Funds Committed

School Pots (1 terms)	700.00	
Fish tank	300.00	
Cookery project	8000.00	£1900 wages due
Fitness trail	2507.00	
Billionaire Boy	540	
Reserves	7000.00	
Reserved for Booko	86.92	
PTA-Events Fees	20.76	
Tables & Chairs	9980.00	
Workshops for each year group	2500.00	
Sports Grant Spending	500.00	

Scooter rack250.00

Total Committed Funds32384.68

Effective Balance8768.46