Shirley Junior School PTFA

Registered in accordance with the Charities Act 1960 No. 1108417



Annual General Meeting - Minutes 14th October 2021 7.30pm (On Zoom)

1. Welcome and attendees: Nicola Howarth opened the meeting and thanked all for coming.

Attendees: Nicola Howarth, Jen Bleeck, Sarah Crookall, Amanda Webb, Amy Mayhew, Rachel Holloway, Zoe Konn, Jo Tearle, Dragana Vukcevic, Nicky Penney, Vicky Lowrey, Jo Craig, Sue Kinch, Abigail Gallagher

- 2. Apologies for Absence: None
- 3. Minutes from 2020: Available on website all year, also linked on Facebook.
- **4. Matters arising from last year:** No matters arising from last year's minutes. The minutes from 2020 were approved.

5. Co- Chair's Report:

- 2020/21 has been a challenging year.
- Transferred to virtual events to maintain income and community engagement.
- Meetings all went online which saw increased involvement as more people were able to attend.
- Will consider a hybrid approach with in person and virtual events / meetings in the future.
- The Bags2School collection from houses worked really well. Donations could be dropped off at any time / in the evening and people were dropping off multiple bags.
- Virtual Zoom quiz went well but it will be nice to have one in the hall again.
- **New Logo** Competition to design a new logo for the PTFA. Congratulations to Finn Hornby for his winning design which was inspired by the colour run and fireworks events run by the PTFA & FOSIS.

School Events

- School-based events on line have been easy to organise but do not raise as much.
- o Ran a break the rules day, crazy hair and pyjama day
- Virtual balloon races very simple to organise
- Halloween trail worked well and was popular
- Sold lots of uniform and Christmas crafts through a dedicated selling event. Hard work but worked well
- o Raffle was good and engaged the local community. We usually sell more tickets in person

Colour Run

- o The colour run was a great success. Clean up easier by changes to paint zones no paint on the tarmac and thank goodness for the rain!
- Selling tickets and colour run merchandise on the corner worked really well.
- o Thank you to Rebecca Wright for housing the trolley between sales times.

What We Spent

- New playground equipment in the juniors playground (£11,800 donated)
- Repair the broken table tennis table
- Smart sacs
- Library books
- o Christmas presents.
- Virtual panto
- o Christmas tree in the playground

Other Activities

- Pond working-party continued and planted several trees. Many thanks to Michelle, Jane and Stacey for their support with this project.
- o Rail painting, good work by Jo James.

- School Lottery Every week a member of our school wins a cash prize. 40% of the ticket sales come back to the PTFA. Everyone who enters is also entered into the national weekly competition for a large cash prize. 68 tickets sold. It would be nice to see 100 tickets per week. Currently earns £1400 a year.
- Easy-fundraising link, smile.amazon.co.uk and the Amazon wish list. Many thanks to Jen Pillinger for promoting these alongside the lottery. Noted that the Amazon wish list needs updating.
- Match-funding from places of work
- Grant applications:
 - Community Chest Grant hope to pay for Colour Run should have been for Summer Fair.

Need lots of detail in applications and quotes etc.

Thanks You

- FOSIS Jo James, Sue Kinch, Amy Mayhew, Mia Caruana and the wider FOSIS team
- Team looking to step down. New committee Dragana and Kassandra
- Plans for the fireworks and Halloween trails are already underway with an enthusiastic new infant team.
- Thank you to everyone who has supported the PTFA, we couldn't have done it without your help and we look forward to continuing to work with you all.

6. Treasurer's Finance Report:

Amanda Webb (AW) reported on accounts for last 3 years – See Appendix A for full report.

Income from events just over £3000, about half from last year. This is due to not being able to run any events on site the past year.

Biggest income has been from Your School Lottery at just over £1400. This is a good sum, but could be more as just 68 tickets are in the draw each week. Last year's income from the lottery was just over £300, for 8 months of tickets sell, so this is a good improvement, but it would be lovely to be selling 100 tickets per year.

Events - We have had to make do with lots of smaller events the past year which have all added up. Break the Rules and the raffle were the biggest profits at about £500 each.

Thanks to Pearson's Estate Agents who donated £500 to buy an IPAD.

PayPal money pool is stopping. Sum Up has been used. Need to think of ways to collect money without fees.

Spending Profits - We spent over £13k for Shirley Juniors this year, mainly on the new playground which we had been saving up for the past couple of years. We also manage to fund the new yr3 smart sacs, class Christmas presents and a huge Christmas tree for the playground.

We also provided a silent disco for an end of year celebration, however, we have yet to receive an invoice from the company! £250 but may need to speak to them if we want to use them again.

Other - Income from Easyfundraising and Smile Amazon has increases by about £70, thanks to Jen Pillenger who has been advertising these on Facebook.

Bags2school has also increased this past year, helped by using a parent's driveway than rather to taking the bags to school.

Christmas cards were down, possibly due to reliance on parents to complete.

We finished the year with just under £4k in the account, but £1100 is for the year 6's yearbooks, unfortunately they were not ordered before the year ended. We also have just under £600 of grant money from the council which we hope use for the colour run. We were able to use the grant money to pay the deposit for the bouncy castles we had ordered for the summer fair and our Parentkind insurance. We also have some colour run income as we started selling tickets at the end of August.

7. Update from School Leadership Team:

Nicola Howarth thanked SLT for letting the PTFA run events and trusting the PTFA even when teachers not there i.e. the colour run and thank you mostly for providing as much support for the children over the last year as you possibly could – it is so appreciated by all of the parents.

· Jo Tearle:

- · Thanks to PTFA for hard work despite new challenges that keep on coming
- Thank you for virtual events and keeping these, but will be great to have face to face events again
- Play equipment is a great success
- Christmas tree was lovely
- Pond is lovely
- · Thank you Jo James for the railings
- · Thank you to Nicola Howarth, Jen Bleeck, Sarah Crookall and Amanda Webb
- Staff do not realise what the PTFA does. JT will publicise AW report and the lottery, Amazon etc. so that staff can get involved.
- JT happy to let PTFA carry on running events.

8. Election of the 2021/2022 Committee Members

Sarah Crookall and Amanda Webb confirmed that they were stepping down a secretary and treasurer.

Treasurer, Secretary and other nominations proceeded.

No volunteer chairs for 2021/2022. Nicola and Jen noted that they were willing to carry on as have experience but would be looking to spread the load and delegate.

Co-Chair: Nicola Howarth – nominated / seconded by Amanda Webb and Sarah Crookall
Co-Chair: Jen Bleeck – nominated / seconded by Rachel Holloway and Sarah Crookall
Jen Pillinger – nominated / seconded by Jen Bleeck and Amanda Webb
Secretary: Rachel Holloway – nominated / seconded by Amanda Webb and Jo Craig

Parent Forum Co-Ordinator: Cath Dixon nominated / seconded by Amanda Webb and Rachel Holloway

9. Confirmation of other Roles

Teacher Rep	
	Jo Tearle
Class Reps	
Year 3	
Spider	Naomi Victoria, Jacqui Westbury
Bullet Ants	Marle Coetzee, Heather Weaver
Glow Worms	Cath Dixon
Year 4	
Curlew	Jo Craig, Claire Jerrim
Swift	Charlotte Webb
Pipits	
Year 5	
Lemming	Sarah Crookall, Elissa Collins
Artic Lynx	Rachel Holloway, Zoe Konn
Tundra Wolf	Vicky Lowrey, Amy Mayhew
Year 6	
Lion	Jen Cook, Poonam Pathak
Cheetahs	Elspeth Fenton, Louise Fox
Camel	Jen Pillinger
Weekly Reminders For	
Facebook	
Year 3	Jacqui Westbury
Year 4	Rebecca Wright
Year 5	Jo Blondin
Year 6	
Parent Forum Co-Ordinator	Cath Dixon
Garden working party lead	Michelle Alldread
Cake sale organiser	Sue Kinch
On Line Promotions	Amy Mayhew

General committee members	Zoe Konn, Amy Mayhew, Sue Kinch, Nicky Penney, Vicky
	Lowrey, Sarah Crookall, Amanda Webb, Abigail Gallagher

Thank you to everyone who has stepped forward to support. If anyone else would like to volunteer, please just let us know.

10. Plans and Diary Dates for 2021/22 (subject to change)

Any volunteers to help run the events welcome. General update / comments:

Christmas cards are in hand and should be home by half term.

If anyone has ideas for virtual marketplace, please let us know.

Elfridges – successful and kids enjoy it.

Running big events in association with infants makes it easier for parents.

Barn dance – great fun.

Summer Fair – always needs lots of help but last event saw £8000 across both schools.

Sue Kinch - could there be a second colour run in April? Jo Tearle concerned that there may be reservations.

Dates are not fixed and this will depend on the Covid restrictions. The PTFA will circulate events as they come up. Stills lots of fun things planned.

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Date	Event										
Autumn 1 – 2 nd Sept – 22 nd Oct (inset days 2 nd and 3 rd)											
Tue 28th Sept	Bags2school – Clothes Collection (1 Branksome Ave) School Or Private Address)										
Fri 17 th Sept	Welcome To Year 3 Coffee Morning										
Sat 25 th Sept	Colour Run										
Thurs 14th Oct 7.30pm	Juniors AGM - Virtual										
Sun 31st Oct	Halloween Trail										
	Christmas Cards – To Be Started Art Projects For School										
	Set Up Year 6 Leavers Planning Group (Hoodies, Yearbook) Jo James To Head										
Autumn 2 – 1 st Nov -17 th Dec											
Friday 5 th Nov	Fireworks?										
From Mon 8 th Nov	Virtual Christmas Marketplace Opens										
Mon 8th Nov	Parent Forum										
Friday 19 th Nov	Junior Disco										
Fri 26 th Nov	Autumn Cake Sale										
Friday 3 rd Dec	Crazy Hair Day										
Friday 3 rd Dec	Wreath Making Night										
Saturday 11 th Dec	Breakfast With Santa										
	Elfridges										
	Ice Rink Booking										
	Christingle +/- Cafe										
Spring 1 – 4 th Jan – 18 th Feb inset days (28 th Jan and 31 st Jan)											
Tues 11 th Jan	Bags2school – Clothes Collection (1 Branksome Ave)										
	Uniform Sale										
	Sell Mother's Day Cards										
Fri 4 th Feb	Juniors Quiz X2										
Spring 2 – 28 th Feb- 8 th Apr											
Thurs 3 rd March	World Book Day Sale										
	Parent Forum										
Fri 18 th March	Silent Disco (Whole Families)										
Fri 1 st April	April Fool Dress Up Day										
Sat 2 nd April											

Fri 8 th April	Easter Cake Sale
	Smarties Challenge Or 'Raisin' Funds – Easter Hols
Summer 1 – 25 th Apr- 27 th	
May	
Tues 26 th April	Bags2school – Clothes Collection (1 Branksome Ave)
Friday 20 th May	Barn Dance (Kids Then Adults?)
Summer 2 – 6 th June – 22 nd July (inset day 24 th June)	
	Parent Forum
	Welcome Meeting For Year 2 To 3
	Uniform Sale
Friday 1 st July	Break The Rules Day
Sat 2 nd July	Summer Fair
Fri 15 th July	Summer Cake Sale ?Krispy Kreme/Ice Lollies
Thurs 21 st July	End Of Year Celebration & FOSIS/PTFA Picnic

11. AOB:

Zoe Konn: Will the dates be circulated. Jen Bleeck – yes in a separate documents and in the minutes.

Amanda Webb: Jo T wanted a locked in the box. Spring 2 online was discussed.

Amy Mayhew: VE Day / Platinum Jubilee – any plans? Would be great to organise community events, street party, cream tea, decorated house trail. AM will post in group.

What are we fundraising for this year?

- Decking for pond
- Signs for playground
- Quiet hut
- Target signs / games on long white wall
- High quality paint pens / acrylic / artist quality
- Shed for PE equipment Need to talk to Rob to check any plan. Plastic? Metal action for Sue Kinch to look into. Also need to speak to Claire Mendez

Pond decking – Dad volunteered. Large hole / has been condemned. Needs to be taken apart to determine work and get quotes. Compost area needs fencing off.

If anyone wants to look for playground grants then that would be great.

Jo Tearle - Reading Chest is not running.

There will be £40-£50 for each year group for Christmas presents.

PTFA will donate a Christmas tree this year.

12. Close: Jen Bleeck closed the meeting and thanked everyone for coming.

If you want to get involved, let us know!

Appendix A: Treasurer's report

	ACC	OUNTS FOR 2	020/21		ACCOUNTS FOR 2019/20					ACCOUNTS FOR 2018/19							
WHAT	INCOME	EXPENSES	NET PROFIT		INCOME	EXPENSES NET PROFIT				INCOME	EX	PENSES	NE	T PROFI			
Events	£ 6,149.95	£ 2,872.62	£ 3,277.33	П	£ 13,556.80	£	7,313.78	£ 6,243.02	£	18,284.62	£	10,300.62	£	7,984.00			
Christmas Fair	£ -	£ -	£ -	ΙI	£ 2,320.06	£	1,434.32	£ 885.74		£ 810.16	£	282.76	£	527.40			
Christingle	£ -	£ 125.64	-£ 125.64	H	£ -	£	91.98	-£ 91.98	1	£ -	£	48.00	-£	48.00			
Disco	£ -	£ -	£ -	H	£ 1,069.05	£	463.03	£ 606.02	1	£ 933.65	£	211.40	£	722.25			
Quiz	£ -	£ -	£ -	H	£ 1,251.67	£	426.86	£ 824.81		£ 1,065.88	£	426.44	£	639.44			
Colour Run	£ 340.29	£ -	£ 340.29	H	£ -	£	-	£ -	1	£ 2,345.82	£	716.80	£	1,629.02			
Barn Dance	£ -	£ -	£ -	H	£ -	£	-	£ -		£ 806.80	£	752.89	£	53.91			
Tidy up day	£ -	£ -	£ -	H	£ -	£	•	£ -	1	£ 65.98	£	131.96	-£	65.98			
Summer Fair	£ -	£ -	£ -	ΙI	£ 825.00	£	100.00	£ 725.00	1	£ 8,366.44	£	5,207.61	£	3,158.83			
Uniform Sale	£ 315.37			ΙI	£ 245.67	£	122.84	£ 122.83	1	£ 90.84	£		£	90.84			
Balloon Race	£ 481.54	£ 259.77	£ 221.77	ΙI	£ 223.63	£	121.82	£ 101.81	1	£ -	£	-	£				
Halloween Trail	£ 789.37	£ 471.82	£ 317.55	ΙI	£ -	£		£ -	1	£ -	£	-	£				
Christmas Shop	£ 887.43	£ 618.28	£ 269.15	H	£ -	£		£ -	1	£ -	£	-	£				
Zoom Quiz	£ 420.17	£ 78.50	£ 341.67	ΙI	£ -	£		£ -	1	£ -	£	-	£				
Crazy Hair Day	£ 220.19		£ 220.19	ΙI	£ -	£		£ -	1	£ -	£	-	£				
Break the Rules	£ 1,135.46	£ 567.73		ΙI	£	£	1940	£ -	1	£ -	£	2	£				
Raffle	£ 501.69	£ -	£ 501.69	ΙI	£ -	£		£ -	1	£ -	£	-	£				
Pyjama Day	£ 298.56			ΙI	£ -	£	-	£ -	1	£ -	£	-	£				
Yr 6 leavers festival	£ 456.00	£ 478.37	-£ 22.37	H	£ -	£		£ -	1	£ -	£	-	£				
Book Day Donations	£ 115.00	£ -	£ 115.00	H	£ -	£		£ -		£ -	£	-	£				
Elf Trail	£ 188.88	£ -	£ 188.88	ΙI	£ -	£	-	£ -	1	£ -	£	-	£				
Cake Sale	£ -	£ -	£ -	ΙI	£ 179.35	£		£ 179.35	1	£ 60.95	£	12	£	60.95			
Book Sale	£ -	£ -	£ -	ΙI	£ 13.98	£	-	£ 13.98	1	£ 54.67	£	-	£	54.67			
Ice Lolly Sale	£ -	£ -	£ -	ΙI	£ -	£		£ -	1	£ 44.50	£	-	£	44.50			
Year 6 Leavers	£ -	£ -	£ -	ΙI	£ -	£	•	£ -	1	£ 346.72	£	217.35	£	129.37			
Cafe Yr 3 Fireworks	£ -	£ -	£ -	H	£ 87.29	£		£ 76.29	1	£ 52.01	£		£	52.01			
Fireworks	£ -	£ -	£ -	ΙI	£ 4,256.74	£	2,787.10	£ 1,469.64	1	£ 3,240.20	£	2,305.41	£	934.79			
Tuck Sale	£ -	£ -	£ -	H	£ 143.35	£	71.68	£ 71.67	1	£ -	£	_	£				
Silent Disco	£ -	£ -	£ -	ΙI	£ -	£	-	£ -		£ -	£	-	£				
Colour/Disco	£ -	£ -	£ -		£ 2,431.24	£	1,683.15	£ 748.09		£ -	£		£				
Wreath making	£ -	£ -	£ -		£ 234.70	£		£ 234.70		£ -	£		£				
Locked in the box	£ -	£ -	£ -		£ 171.91	£	10-0	£ 171.91		£ -	£	-	£				
Mother's day card sale	£ -	£ -	£ -		£ 103.16	£	-	£ 103.16		£ -	£	-	£				

£ -	£ 13,422.85 £ 830.00	NET PROFIT -£ 13,422.85 -£ 830.00		INCOME -		A CONTRACTOR OF THE PARTY OF TH	NET PROFIT	Г	INCOME	EX	PENSES	NE	TPROFIT
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	£ 187.86	-£ 187.86	ш	£ -	£	198.41	-£ 198.41	н	£ -	£	271.51	-£	271.51
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£ -	£ 115.00	-£ 115.00	ш	£ -	£	135.27	-£ 135.27	н	£ -	£	1,433.98	-£	1,433.98
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£ -	£ -	£ -	ш	£ -	£	2,520.00	-£ 2,520.00	н	£ -	£	-	£	-
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	ACCOUNTS FOR 2020/21 ACCOUNTS FOR 2019/20						/20		ACC	TNUC	S FOR 2	018/	19					
WHAT		NCOME	-		-	TPROFIT		NCOME	_		_	TPROFIT	II	COME				T PROFI
Other Income / Expenses	£	3,261.05	£	123.00	£	3,138.05	£	3,117.29	£	1,419.48	£	1,697.81	£	605.87	£	129.55	£	476.32
Annual UK PTA Fee	3	ε -	£	123.00	£.	123.00	1		£	117.00	-£	117.00	£	-	£	117.00	-£	117.00
Newsletter	,	- 3	1	-	£	-	1 5		£		£	MANY ASSESSED.	£	-	£	-	£	
Infant + Juniors Xmas cards	9	£ 128.00	£	-	£	128.00	1 5	215.50	£	2	£	215.50	£	225.00	£	2	£	225.00
PTFA AGM	1	ε -	1	-	£	100 House (1)	1		£		£		£	-	£	2	£	
Fundraising		£ 164.88	1		£	164.88	4	185.46	•		£	185.46	£	268.17	£	2	£	268.17
Bags2school	3	£ 137.25	1		£	137.25	- 5	83.60	£		£	83.60	£	61.20	£	2	£	61.20
Electric Cooker	1	£ -	1	-	£	-	- 5		£		£	-	£		£		£	
Teapot	1	ε -	1		£	-	- 5	-	•		£	-	£		£		£	
Misc	1	- 3			£	-	- 4		£		£	-	£		£	9.20	-£	9.20
Garden/Pond expenses		ε -	1		£	-	5		5		£	-	£	- 2	£	-	£	20000000
Gazebo		ε -	1		£	-	1	-	£		£	-	£		£	-	£	
Donations		£ 79.41	1	-	£	79.41	1 4	41.00	£		£	41.00	£	51.50	£	-	£	51.50
PTA Cupboard	1	ε -	1	-	£		1 4		5		£	-	£		£	3.35	-£	3.35
Radios for events		ε -	1	-	£	-	1	45.84	•	91.68	-£	45.84	£		£	-	£	7,000,00
Sumup card reader		ε -	1		£	-	9		£	18.00	-£	18.00	£		£		£	
Gambling license from SCC		- 3	1		£	-	- 5		5	60.00	-£	60.00	£		£	-	£	
Key cutting		ε -	1	-	£	-	1 4	-	•	36.80	-£	36.80	£	-	£	-	£	
Your School Lottery		£ 1,482.20	1	-	£	1,482.20	1 4	312.50	•		£	312.50	£	-	£	-	£	
Smile Amazon		£ 159.31	1	-	£	159.31	1	67.38	£		£	67.38	£	-	£	-	£	
Yr 6 Leavers Yearbooks	1	£ 1,110.00	1		£	1,110.00	1	1,125.00	£	1,096.00	£	29.00	£	-	£	-	£	
paypal	,	- 3	1		£	-	4	0.01	4		£	0.01	£		£	-	£	
Paypal moneypool for playgro	,	€ -	1	-	£	-	5	1,041.00	£	-	£	1,041.00	£	*	£		£	,
TOTAL	£	9,411.00	£	16,418.47	-£	7,007.47	£	16,674.09	£	13,300.84	£	3,373.25	£ 1	8,890.49	£ 1	6,702.50	£	2,187.99

WHAT	NET
Cash on Hand	£ 140.00
Cheques on Hand	£ -
Current Account 1 Sept 2019	£ 11,211.07
Net Income 2019/20	-£ 7,235.72
Income/expense for different fiscal year	£ -
Current Account 31 Aug 2020	£ 3,975.35
TOTAL - BALANCE CARRIED FORWARD TO 2020/2021	£ 4,115.35