



St Joseph's PTA AGM
22nd October 2020 -via zoom

Attending

Ruth Davies
Helen Woods
Kaye Lee
Coreen Barker
Celine Powell
Jo Healy
Jenny Congdon
Nadia Gazeley
Lorna Hayward
Anne Coonan
Mrs Reeh
Deborah Loftus
Katie Robson
Viv Wilkinson
Eva Turya
Frances Harty

Apologies

Liz Donaghy
Rebecca Theobalds
Fiona Fogarty

Welcome

Ruth welcomed everyone and thanked them for joining the meeting. The meeting then began with everyone introducing themselves. Ruth then ran through the housekeeping arrangements for the zoom call.

Before we launched into the formal agenda, Ruth summarised where our PTA is now, given the COVID restrictions at school and home. The Committee is very aware that so many families in the community are going through difficult times and that it will be some time before fundraising activities can return to anything like normal. However,

Ruth confirmed that with some imagination and support from our school community, the Committee hoped that fundraising in some form could continue and that we would also at the same time continue to support the school community.

One of the disappointments of last year was having to cancel the Spring Dance which was a sell out and promised, like the Christmas Fair, to be our biggest and most successful to date. We had earmarked the money raised over the summer for a set of new laptops. These are very much needed in school and so it is our first aim for this year to raise the £10,000 needed to make this possible, starting with Duncan Gazeley's 10k for 10k, with cash matching available to Duncan through his employer Barclays.

Anne Coonan provided an initial overview of the short on line PTA survey which had been issued to parents via the class reps and confirmed that we would be looking in more detail at these results at our first committee meeting of the year in order to set priorities for this school year and to plan a calendar of events.

Minutes of the last AGM- the minutes were approved and signed by Ruth.

Treasurer's Report

AGM - we review the full year accounts, covering the period 1st September 2019 to 31st August 2020 i.e. last year's academic year.

INCOME & EXPENDITURE ACCOUNT

Income - Fundraising

This was an unprecedented year due to the pandemic. As a result, most activities stopped from March 2020 onwards. The exception to this were the weekly draw and second-hand uniform sales, which were able to be organised remotely. Total fundraising was consequently reduced significantly to £13,922. This is a decrease of £10.7k compared to 2018/19, however still a great achievement given the impact of the virus.

- We raised £535 from the weekly draw, approximately 15 of the numbers are allocated at the moment.
- Dinner Dance raised £345. This is a result of ticket sales being donated instead of refunded once the dance was cancelled.
- The Christmas fair was an outstanding success, raising £8k. This is our highest amount raised via the fair and was significantly boosted through cash matching to the equivalent of nearly £2k. A special thanks go to all of the cash matching volunteers and their employers who have enabled this additional income.

- Saints Day afternoon teas, generated £440. The amount we raised was limited by only being able to hold 2 events this year.
- The school disco continues to be a very popular event and raised over a £1500. Luckily, we were able to hold this event just before the pandemic took hold.
- The coin challenge held at the start of the year raised £115.
- Second hand uniform sales were in high demand this year, particularly during the summer months prior to the new school year. This raised £549.
- We spent just over £400 on Other Events, which are highlighted below:

Raised

Coaching	130
Parent Donation	50
Total	180

Spent

Space Camp	(126)
PTA Notice Board	(258)
Contribution to the Y6 Leavers Breakfast	(207)
Summer Activities - 'Sale Trail' & Competition Sweets	(31)
Total	(622)
Net Balance	(442)

Income - Other

Other income of £417 relates to commission income from Easy Fundraising and Amazon. There was also an amount of £204 received in July for gift aid income.

At this point I think it is appropriate to thank Ruth, on behalf of the other PTA members for the amazing jobs she does as Chair. The dedication and commitment of her time to the role, is incredible, particularly during what has been an incredibly difficult year.

EXPENDITURE

Other Expenditure

£302 of subscriptions, which comprises mainly of our PTA UK subscription and insurance.

£1,418 of expenditure relates to other costs not directly related to a specific event, but used across them all e.g. stationary, storage boxes, kitchen sundries and equipment. A significant contribution (£1,160) was made in May on behalf of the PTA to purchase 'Leavers' sweatshirts for the Y6 classes. It was felt that this would be a gesture from the PTA to the children who missed out on all of their leaving celebrations this year. The contribution was greatly appreciated by all year 6 parents and created a lovely memory for the children during what had been a very

tough year for them and a difficult end to their time at St Josephs.

School Expenditure

We have spent £7,353 this year on school purchases which funded the purchase of new tablets to enhance the children's learning experience.

Statement of Assets

- Details the financial position at 31st August 2020
- At the year-end we have total assets of £21k. Which comprised entirely of cash.
- Review of cash position; Remaining available to spend is just under £19k.

The preparation of the accounts and the trustees annual report, which we submit to the Charity Commission, has now been completed. These will be reviewed by the Independent Reviewer, Helen Ward and will be filed as soon as the review has been completed

Chairperson's Report.

What a year!

At each AGM I always look back to the minutes of the previous year's AGM to remind myself how we saw the year ahead at that stage. I think it is safe to say that at last years AGM no-one could possibly have envisaged the year we have had!

This has been the most challenging of years for so many of us. We know that many people have had to face illness, loss and financial difficulties, on top of the stresses of lockdown and all the limitations on daily life.

There are of course so many people in our communities who deserve our thanks and praise for everything they have done during this difficult period. This evening I would like to take the opportunity to thank all of the staff of our wonderful school for everything they have done to keep school open for the children of keyworkers, support home learning and to welcome our children back in September with all the ongoing challenges that this has brought.

Last year's events and fundraising

Of course the first part of last year was able to continue as normal. Coreen has already taken us through the figures for last year and it is fantastic to report that we still managed to raise almost £14,000.

The biggest boost to this total was our most successful Christmas Fair to date, raising £8,000. This was due to an amazing team effort organising the event and running stalls on the day and to the generosity of parents who supported the event so

well and came to spend their money. A big thank you goes to the parents who were able to cash match the money they raised on the day through their employers which boosted the overall total by an amazing £2,000.

It was also great that we were able to celebrate St Andrew's Day and St David's Day in the usual way and that the children's discos, which are always such a highlight for the children, were able to go ahead. We were also pleased to help support the Space Camp in November which was a big highlight for the children lucky enough to be there.

Of course, by March, it became clear that things were changing and one by one our PTA events had to be cancelled. It was particularly disappointing, though of course unavoidable that the Spring Dance, which was a complete sell out, had to be cancelled.

However, the success of the early part of the school year left us with a healthy amount in the bank which has enabled the work to replace the climbing equipment in the KS2 playground (funded by the PTA over a decade ago) and to add new play equipment in the KS1 playground to go ahead. We hope that the children will have many happy hours playing on this equipment.

Other Successes

Looking back again to the start of the last school year, we began with a well attended AGM, with many new faces. Helen Woods took on the role of secretary and Jo Healy took over from Ann Chinoy managing the website. Along with the wider team which includes 50 parents on our PTA helpers whatsapp, our class reps and many other parents who help from time to time when other commitments allow, the new committee quickly established itself.

One of the successes of last year's Autumn and winter terms was the fantastic engagement we had from parents, and this really showed in the success of the two biggest events; the Christmas fair and the discos. Both ran more smoothly and more successfully than ever, which was testament to a big team effort.

I would also like to mention a few other successes from last year:

- **New website**
- **Summer tombola**
- **Y6 end of year parties and hoodies**
- **Sale trail and summer competitions**
- **Second hand uniform**
- **Community group**

Thank you's

The most important job I have tonight is to recognise and thank so many people who have made all this possible.

Firstly, my thanks go to Anne, Coreen, Kaye, Nadia and Helen for fulfilling their committee roles so well.

I would also like to thank all the other parents who have worked so hard in the other PTA roles, and our class reps who we call on more and more often to help promote and co-ordinate our events and other initiatives. Beyond those with official roles, we now have a large group of helpers who we know we can always rely on to help out at the events and make it all possible.

I would also like to thank all the parents in the school who are so good at supporting the events, donating bottles, chocolates, toys, cakes, uniform and everything else we ask for including, of course, their money! Without such generosity our fundraising could not happen.

Thanks also go to the wider local community who play a big part in our fundraising. We also rely on so many local businesses for raffle and auction prizes, which many of them provide year after year so willingly.

I have already thanked the school staff for everything they do for our children and would also like to add our thanks for all they do to support the PTA. A particular thanks to Leisha, Sarah and Michelle in the office for putting up with constant requests for parentmails and other admin help and to Peter Logan and Bernie Murphy who have helped so much with the set up, clearing away and opening up the school for our various events and to Nicola who has kindly attended many of our Fairs to provide the necessary supervision and help in the kitchen.

The year ahead

We are so sorry to be saying goodbye to Coreen who is standing down from her role as Treasurer. Thank you so much for everything you have done and thanks so much to Jenny Congdon who has agreed to take on the role of Treasurer. We have also had a slight reshuffle of roles. Anne Coonan will move to the role of Grants and Fundraising Co-ordinator, and Lorna Hayward will move to the role of Vice-Chair. Thanks to both of you for agreeing to take on those roles.

This is my last year as a St Joseph's parent and so this time next year I will be stepping down from my role as PTA Chair and handing over the reins. I had hoped to

start that handover process before now, but obviously circumstances haven't allowed. I would like to make that process as smooth as possible and so looking the way our PTA team is structured will also be a priority for this year.

Ruth Davies

Dissolution of the current committee- Dissolved

Election of the new PTA committee

Chairperson- Ruth Davies-Nominated by Coreen Barker, Seconded by Nadia Gazeley
Treasurer- Jenny Congdon - Nominated by Ruth Davies, Seconded by Anne Coonan.
Secretary- Helen Woods - Nominated by Nadia Gazeley, Seconded by Kaye Lee.

Appointment of non-elected PTA roles.

Vice-Chair - Lorna Hayward

Book-keeper- Kaye Lee

Banker- Nadia Gazeley

Website Manager- Jo Healy.

Newsletter Editor- Fiona Fogarty

Weekly draw co-ordinator- Kaye Lee

Coffee Morning Co-ordinator- Lorna Hayward

Events organisers-

Bernadette Flynn

Laura Potter

Caroline Burns

Jenna Cassidy

Kathy Tarr-Graham

Emma Houston

Katie Robson

Appointment of Independent Examiner-Helen Ward

Headteacher's Comments

Mrs Reeh gave her thanks to the PTA from all the teachers, parents and children, and to the wider community for always giving generously to the school. As her own child has now started at a different school Mrs Reeh can see from a parent's perspective the amazing work that St Joseph's PTA do to support the school. Mrs Reeh spoke of how the children are enjoying the new play equipment thanks to the large contribution of the PTA. Mrs Reeh spoke of future plans for spending from

laptops to interactive TV's to Chrome books. Mrs Reeh thanked the PTA for continuing their efforts to bring the community together through online and virtual events in the coming months.

Date of next meeting- week beginning 9th November, date TBC

AOB

The possibility of a virtual coffee morning for new parents was discussed.

The collection and gifts for Mrs Taylor was discussed. Ruth confirmed no big celebrations are possibly at the moment but will definitely organise something when possible. Ruth to discuss plans with school and look at the possibility of presenting Mrs Taylor with the photo book during mass on a Wednesday as the children watch on zoom.