



St Joseph's PTA
14th January 2020

Attending

Ruth Davies
Liz Donaghy
Helen Woods
Coreen Barker
Cathy McBride
Bernadette Flynn
Nadia Gazeley
Mrs Taylor

Apologies

Kaye Lee
Fiona Fogarty
Anne Coonan
Jenny Brochwicz-Lewinski
Helen Reddington
Gabrielle Chateauneuf
Jo Healy

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

Treasurer's Report

Please could you refer to the Income and Expenditure Account handout;

- The periods under review since the last meeting are November and December 2019.
- The weekly draw generated a reduced level of income of £18 over the two periods, due to the timing of prize payments.
- The Christmas Fair was a massive success with a total profit of nearly £8,000. This includes a fantastic amount of cash matching income equating to over £2,000. Our thanks go to Duncan Gazeley, Joanne Healy and Kaye Lee who have enabled us to achieve such a huge amount.
- The St Andrew's day sale raised £236.
- £337 was raised as a result of the second-hand uniform sale, which proved very popular.
- Other events show a shortfall of £122 for the two months, this is due to up-front payments for activities including the 'Space Camp' week which the children thoroughly enjoyed.
- There was £51 of commission income including a quarterly payment from 'Easy Fundraising' received in November.
- £130 of other expenditure relates to other costs not directly related to a specific event, but used across them all e.g. Storage Boxes and year end flowers & gifts.

Please could you refer to the Cash Analysis page;

- Total cash balance as at 31st December 2019 is £25,611. £2,000 of this balance is restricted funds and there is an amount of £1,180 outstanding income from cash matching suppliers, therefore approximately £24,791 is available for spending.

A review of last half term's events

Lots of money was raised through the school Christmas Fair. There was a great family atmosphere and we were lucky with the good weather. Stalls were spread out and organised in such a way that enabled a lovely flow. The great financial result was largely due to cash matching, although even without this more money was raised than in previous fairs. Very little surplus stock (such as food, sweets and prizes) also contributed to the money raised. The price increase on the tombola's impacted on the increased profit also, however feedback given suggests the price increase was too much and so may need revising. An option discussed is to have different prices on the chocolate and bottle tombolas and to perhaps rethink the win/loss ratios. The raffle was also very successful with lots of tickets being sold last minute. The bid for the Liverpool shirt went well.

Ruth commented on the large number of new helpers which was lovely and the idea of giving volunteers a cake and drink voucher was suggested. Ruth informed the meeting she had passed on our thanks to Julie Bastion for the work with the grotto and posters.

A suggestion was made to scale back the uniform sale, to make it more streamlined and perhaps just has to have it at the summer fair as people seem more interested at that time of year. Pavlina Gray has expressed interest in becoming more involved with uniform sales and Ruth will look into storage options, one option being the garage.

St Andrew's Day afternoon tea was also a success with a lovely performance from the children.

Planning for upcoming events

a) Disco - 7th February 2020

Ruth confirmed she has spoken to Danny the DJ; he has confirmed for the disco and his insurance is still in date. The only change will be a slight increase on ticket price from £3 to £4. This year rather than giving the children a bottle of water on arrival the PTA will borrow recycled plastic cups from the kitchen and there will be a designated and supervised 'water station'. This will reduce plastic waste and the children being given more water than needed. Bernadette will sort sweets and Nadia will organise floats for the disco.

b) Spring Dance - 2nd May 2020

Separate messages/meeting with be set up to discuss preparations for the Dance. Already a lot of interest has been expressed by parents.

c) Other events -

Ruth is keen to have another event between now and the end of the year. Suggestions include a quiz night, fashion show, beauty event, movie night. Messages will be sent out to see if anyone is interested in taking responsibility for organising an event.

Community Schemes Update

This remains a challenge as St Joseph's is seen as an affluent, mainstream school and therefore is not a priority. An application to Tesco is still ongoing and Anne and Nadia are organising bag packing. The application for Tesco grants has now reopened in January for any new bids. Nadia will look into making a bid for the KS2 gym equipment.

Website Update

Jo Healy has continued to work hard on the new website. Mrs Taylor will check photos on the website this week and the website is hoping to be launched around February half term. The new website is simpler and more streamlined. Thanks to Jo for working on this.

- Online event planning, ticket sales and payments - Ruth discussed there are various packages for example from PTA UK, which will allow the online sale of raffle tickets/volunteer sign up options. Nadia is aware of other packages that can potentially be plugged in to the website to allow ticket sales, payments and volunteer rotas. Nadia will speak to Jo Healy regarding which options are viable. Nadia also mentioned 'eventbrite' as possibility to use the short term for the Spring Dance for ticket sales. Ticket sales will still need to be monitored for the bigger picture of table planning. In the long term there are better value packages and systems that will do everything.

Communication: Parent survey, PTA noticeboard, Twitter

Anne and Celine continue to work on the parent survey which should be ready soon. Celine has been very proactive in encouraging parents to volunteer and there is a lot of new parent engagement, Ruth is keen to take this to the next level by getting people to take on responsibility for organising different events. A PTA notice board will also be purchased soon.

Spending Plans

Mrs Taylor stated that we in the final phase of the development of the outside area. Mrs Taylor shared plans for the Key Stage 2 outside gym equipment and the Foundation and Key Stage 1 climbing equipment. Mrs Taylor has suggested around £25,000 - £30,000 of PTA money would be needed for the outside are plans. The second big spend would be for 15 additional I pads.

Date and Time for next meeting

TBC

AOB

The school Cosco card is up for renewal, anyone interested to let Ruth know. The PTA pay the basic membership and the additional cost for card holders is around £12.

