



**St Joseph's PTA**  
**14<sup>th</sup> January 2021 - via zoom**

**Attending**

Ruth Davies  
Helen Woods  
Celine Powell  
Jenny Congdon  
Lorna Hayward  
Anne Coonan  
Liz Donaghy

**Apologies**

Nadia Gazeley  
Mrs Reeh  
Kaye Lee  
Frances Harty

**Welcome**

Ruth welcomed everyone to the meeting which will focus on a review of last term and planning for the new term. Ruth stated that last half term was a success, despite the circumstances we did raise a lot of money and the events were enjoyed.

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

**Treasurer's Report**

14/01/2021

**Income - Fundraising**

- Since last meeting, key fundraising has been the Christmas events, such as the raffle and sponsored walk
- Table summarising the events is below:

Event	Total raised	Received	To come
Lapland walk	£2,089	£1,868	£221
Christmas - raffle	£1,774	£887	£887
Christmas - Zoom	£279	£0*	£279
Christmas - other	£577	£577	£0
10k run	£1,583	£1,583	£0
Weekly draw	£188	£188	£0
Second hand uniform	£388	£388	£0
Quiz	£291	£291	£0
Tea towels	£130	£130	£0
<b>TOTAL</b>	<b>£7,299</b>	<b>£5,912</b>	<b>£1,387</b>

\*money is in PayPal account which was transferred to the bank account in January

### Expenditure

- Purchases include crackers for the Christmas lunch and £1k towards the recording and editing of the Advent service

### Statement of assets

- Details the financial position at 31<sup>st</sup> December 2020
- We have total assets of £25k, comprised entirely of cash
- Review of cash position; payment for outdoor play equipment pending

### Review of last term

- Ruth started by saying we hope not to have to repeat last term but the online raffle went well so it is worth thinking about doing again alongside a normal raffle that is held on the day of the fair. The online raffle took away a lot of the work involved, folding raffle tickets etc. The raffle raised a lot of money despite giving 10% to the online company for hosting. Although there was a concern of people winning multiple prizes the feed back was generally good. It could also be considered for use at future school Dances.
- The use of paypal went well, parents liked having that option.
- The sponsored events were a success. The children enjoyed them and families donated generously.

- Some of the events such as the bake off, Advent colouring and Letters to Father Christmas didn't raise a huge amount of money but were very popular and many families enjoyed taking part, with lots of good feedback. Letters to Father Christmas were particularly popular. We had some issues with parents not providing addresses or even names which added to the time taken to prepare replies. A big thank you to Mrs Hilton for all her work on this.
- Tea towels for reception were successful and made a profit.
- A suggestion was made next time to have a calendar for all school and PTA events on one sheet as in the run up to Christmas there was so much going on and for parents to think about.
- The craft packs were a success, lots sold and 100% profit.
- The Christmas zoom evening was well received with 25 families signing up. Thanks to Katrina Madden, Kevin Ellis and Mr Hopkins for leading this.

### **Planning for upcoming events**

- An online social event for adults along the theme of gin/cheese and wine tasting, with the opportunity for local/school family businesses to promote themselves in between. The option of year/class groups to hold their own was discussed, possibly trailing with Year 1. Lorna to contact parents with businesses and see what we could put together. The online ticket site is still running to it would be easy to sell the tickets.
- Lorna to look into the Eco Balloon race for the children. Children are able to set their balloon off and track it. £5 to enter and £4 profit. There are a couple of local and national companies to enquire with.
- Mother's Day 14<sup>th</sup> March was discussed. Previously the ideas of personalised class bags had been discussed, however with the children home schooling and the tight turn around this would be difficult to co-ordinate at the moment. Possibly put the bag idea on hold until the summer term. Will continue to think of ideas for Mother's Day.
- The idea of revamping the Trail was discussed with an Easter theme. Again, an opportunity to engage local businesses. Ruth to speak to Frances Harty to see if she would be interested in organising.
- Following the success of the Christmas craft packs, Easter craft packs to be organised for sale.

### **Promoting weekly draw**

Ruth highlighted that we don't have a huge number signed up and discussed the difficulties with the rules around promoting it. Ruth will contact the licencing people to discuss the arrangements and what other options are available, with perhaps going online either under the existing licence or a new licence.

### **Maximising other fundraising opportunities, e.g. cash matching, reward schemes**

The need to keep promoting on social media things such as Amazon Smile and any one who could be eligible for cash matching i.e. potentially parents who work for large companies, banks and building societies.

### **Committee succession planning**

Anne has looked at reconstruction of the committee and the roles within in it and the larger PTA. Anne and Ruth to look at a draft copy and feedback. Anne is focused on the idea of moving forward with people taking ownership of discrete events. Due to this year's circumstances, next year is a blank page for anyone to take ownership and move forward. Ruth is currently organising records and passwords to ensure a smooth transition.

### **Date of next meeting- date TBC**

### **AOB**

As a final note Anne added regarding laptops and fundraising once the numbers nears £8000 and the children have returned, as a final push to launch a crowd funding site for the remaining balance.