

Summerville PTA AGM 6th June 2023 Meeting Minutes

Attendees; Mr Jess, Mrs Richardson, Victoria Collar-Brown (VCB), Kate Shah (KS), Claire Williams, Vikki Scott, Jaimee Spencer-Bickle, Stephanie Ricciardi, Sarita Thompson, Caroline Belton and Loukianos Papanoum.

Agenda –

- Review the previous year.
- Present the current financial position for the 2022/2023 year to date.
- Outline plans for 2023
- Elect a Chair, Vice Chair and Secretary
- Appoint Committee members.

Review of Financial Year 2022 - 2023

Money Raised

We are delighted to confirm that we have made **£14,234.96** profit.

The income received has been **£19,508.97** and expenditure was **£5,274.02**. The expenditure was mostly the invoice for the Christmas Cards and gifts, Expenses for the sponsored bounce, Christmas mini fair, treats and treasures and annual fees for insurance and online ticketing.

We have raised the funds through the following events;

- Happy bags clothes donations
- Christmas cards and gift
- Uniform donations
- Treats & Treasures Halloween
- Treats & Treasures Easter 2022
- Treats & Treasures Easter 2023
- Pizza sale
- Nursery tea towels
- Cinema Event Jul-22
- Break the Rules Day
- Sponsored Bounce
- Christmas Mini Fair Dec-22
- Employer Matched Funding

Employer Matched Funding has been critical this year. In fact, the events we created raised £1,250 from Matched Funding which is incredible. Even more surprising is that this was all from just one family and their employers. It will be important to continue to raise awareness of this potential scheme within the community.

Grants to Summercroft Primary School

We have granted the School a total of **£15,241.08** for the following uses;

- Year 6 leavers books
- Reading books
- Corum Life
- Library Corners
- Geography resources
- Panto
- Ice-creams for Students Jun-22

Future Scope

The bank balance as of 6th June 2023 is **£24,456**.

Victoria Collar-Brown has resigned as Chair and from the PTA. Kate Shah has resigned as secretary and the PTA. Sarita Thompson is the Treasurer.

Claire Williams has taken the role as Chair. She will also have the assistance of Emma Reid who has taken a Vice Chair position to support the Chair.

Vikki Scott has taken on the role of Secretary.

Mr Jess thanked the team for their hard work and dedication. Mr Jess also highlighted what a difference the books and library corners have made to the children.

Claire William then discussed the proposed fund-raising ideas for the rest of the year. Subject to volunteers she is hopeful to execute the summer disco, dedicated sponsored event and a Christmas gathering/fair.

The Charity Commission Trustee Eligibility Declaration was executed by Mr Jess, Claire Williams, Vikki Scott and Sarita Thompson.

The accounts will be filled with The Charities Commission under charity number 1115461.

Housekeeping handover jobs have been allocated as follows -

Remove VCB and KS from banking? – Sarita Thompson

The Charity Commission Trustee Eligibility Declaration paperwork and who sending off? – Kate Shah

Keys – can you advise Stuart that keys have been handed over to Claire Williams and I am no longer a key holder. Also pass needs to be reprogrammed. – Claire Williams

Email to parents – re update from AGM and total figures raised – Claire Williams

WhatsApp to PTA Group with total raised and figures – Claire Williams

AGM notice taken from notice board – VCB

Photos – removed and updated – Claire Williams

PTA AGM Minutes – need to be updated on website – VCB

School website – list of current members updated – Claire Williams

Bounce – raised posters need removing – Claire Williams

Email account – removed from VCB and KS devices. VCB removed on 6th June. KS to remove once she has dealt with the remaining book order.

FB – log out from VCB and KS Devices – VCB and KS executed 6th June 2023.