

Minutes from the Fairfield PTA Annual General Meeting

In attendance:

- Melanie Ford
- Vicky Farid
- Andrew Jones
- Robin Armstrong
- Marcia Rojas
- San King
- Mrs B James
- Mrs Convrey
- Mrs A James
- Nina Jenkins
- Mrs Lewis
- Mrs Macleod
- Claire Pearman
- Hanna Rouse
- Elroy Pearman
- Avalon Oosthuizen
- Mrs Smith
- Plus others present (sorry didn't get all the names) and on-line.

1 – Annual Financial Result

See full financials at the end of this report.

Summary:

Funds Raised 2023/24 - £8003.06

Funding to School 2023/24 - £3698.76

Funds Available for 2024/25 (Bank & Cash) - £8815.16

2) Voting of new PTA Committee.

Firstly a massive thank you to Melanie Ford who after 3 years as chair has stepped down from her role. From where the PTA was when she took over the reigns as chair to where it is now I think we can all agree she has done a fantastic job and she will be missed.

A vote was held to decide who would be in each role. We had more places than normal filled which we are immensely grateful for. Here are the people who have taken positions in the PTA for 2024/25:

Chair: Andrew Jones

Vice Chair: Elroy Pearman

Secretary: Vicky Farid

Vice Sec: Laura Davies

Treasurer: Robin Armstrong

Comms & Media: Marcia Rojas

Events Manager: San King

Events Support: Clare Pearman

Class Reps Liaison: Avalon Oosthuizen

3) Expenditure

The main expenditure for 24/25 will be to provide funds to replace/repair the outdoor play and education equipment. This will be in the region of £8-10,000. Decisions on what will be replaced or repaired will be made and quotes obtained by the school. The PTA is happy to fund this. We are about halfway there so will push this as the main fundraising target for this year.

There is will also be payment of £150 to each class within the school and for the ALNCO. This will be total of £1800. This will be paid from existing PTA funds.

Christmas Theatre trip – this is all booked and paid for. Mrs Lewis to decide on the contribution parents will be asked o make towards this.

4) Christmas 2024

Planning to start for the Christmas Fayre – we will discuss in more depth at our next meeting.

Date: 4th December

Raffle Tickets to order – what will the main prize this year?

Santa is booked.

Children's cards – to be drawn in school. Who will manage this?

5) Any Other Business

- Cake sale – School to make and donations to be requested – 23rd October. We will need an advert/poster for this.
- Halloween Break The Rules Day – 25th October, agree rules and produce Poster
- Working Bee – to be arranged for the Spring – need a list of jobs from the school.
- Asda Cash Pots Rewards – to encourage parents to use if possible.

NEXT MEETING: Thursday 24th October. 7PM at the Ex-Servicemans Club, Penarth.

Fairfield Primary School PTA – Treasurers Report 2023/24

Bank balance at start of year	£6,329.19
Cash held	£1.67
Total brought forward	<u>£6,330.86</u>

	<u>£6,330.86</u>	
-£3,269.98		Monies brought forward
-£428.78		<i>Donations/Funding provided by PTA - by cheque</i>
	<u>-£3,698.76</u>	<i>Donations/Funding provided by PTA - by cash</i>
		Total Funding provided by PTA (see Donations 23-24)
£1,242.61		<i>Money raised - paid directly into bank</i>
£8,942.95		<i>Money raised - cash</i>
-£607.28		<i>Fundraising Expenses paid out in cash</i>
-£1,575.22		<i>Fundraising Expenses paid out by cheque</i>
	<u>£8,003.06</u>	Sub total of money raised (see Money Raised 23-24)
		<i>Other costs (Lottery registration)</i>
	<u>-£40.00</u>	Funding paid out re 2024/25 (Xmas show)
	<u>-£1,730.00</u>	
		Monies carried forward
	<u>£8,865.16</u>	

Bank balance at close of year	8815.16
Cash held at end of year	50
Total carried forward	<u>£8,865.16</u>

DONATIONS/ FUNDING 2023-2024

<u>Date</u>	<u>type</u>	<u>chg #</u>	<u>Class Equipment</u>	<u>Other Equipment</u>	<u>Misc</u>	<u>Description</u>
11/07/2024	CASH	n/a			200.00	Year 6 Pizzas
not cashed	CHQ	000107	1427.48			Balancing donation (6 x £150 = £1800.00)
14/06/2024	CHQ	000100	100.00			Fairfield - class equipment
14/06/2024	CHQ	000099		700.02		Fairfield - maths resources
14/06/2024	CHQ	000098		44.93		Fairfield - sports equipment
14/06/2024	CHQ	000097		64.00		Fairfield - sports equipment
26/04/2024	CASH	n/a	128.78			AJ - Amazon classroom resources
22/03/2024	CASH	n/a			100.00	Disco DJ
22/03/2024	CHQ	000094	43.74		50.00	Fairfield - £50 castle trip support donation/ £43.74 class equipment
22/03/2024	CHQ	000092	100.00			Fairfield - £100 class equipment
22/03/2024	CHQ	000096			577.81	Yr 6 residential support donation
04/10/2023	CHQ	000086		162.00		Foundation Stage Storage boxes (payee 'Chris Parsons')
			1800.00	970.95	927.81	Sub Totals
					<u>3698.76</u>	TOTAL DONATED/FUNDED

3269.98	Paid by Cheque
428.78	paid by Cash
<u>3698.76</u>	

Money raised 2023/2024:

	<u>Cash</u>	<u>Bank</u>			
	<u>Receipts</u>	<u>Receipts</u>	<u>Bank exp</u>	<u>cash exp</u>	<u>Total</u>
Halloween 2023 cake sale	123				123
Break the rules – Halloween 2023	316				316
Christmas cards		257.88			257.88
Xmas Fayre	3225.55		-492.94	-150.00	2582.61
Eisteddfod donations	38.14				38.14
February Cake sale	105.4			-11.4	94
Mother's day	255.77		-103.44		152.33
Break the Rules/Bunny money	324.08				324.08
Name the Bunny	90.76				90.76
Pen Y Fan		805.44	-141.49		663.95
May Cake Sale	152.5			-15.88	136.62
Sports Day 2024	79.26				79.26
Father's Day	276			-40	236
Summer Raffle (pre & during fair)	1094		-117.54	-150	826.46
Summer Fair (cash and bbq card payments)	2862.49	179.29	-719.81	-240	2081.97
	8942.95	1242.61	-1575.22	-607.28	8003.06

Pen Y fan

Just Giving receipts	805.44
Andy Medals - CHQ 103	-110.15
Andy (Banners) - CHQ 103	-31.34
TOTAL PROFIT	663.95

XMAS FAYRE

FAIR CASH TAKEN	3225.55
Raffle cash prize	-150.00
Andy (Banners)	-46.75
Andy (Raffle tix)	-96.00
Mel (Prizes, refreshments, decorations etc)	-111.57
Mel (Prizes, refreshments, decorations etc)	-178.62
Robin Armstrong - The Works - Santa's Grotto gifts	-60
TOTAL PROFIT	2582.61

CASH BOOK 2023-2024

	Running Balance	Cash receipts from fundraising only	Cash used for Fundraising/ Donations	Fundraising exp paid in cash	Cash fwd/ Added banked	Brought to float
Float Brought Forward	1.67					1.67
Halloween cake sale - £123 – 25 th October	123.00	123.00				
Break the rules – Halloween - £309 – 27 th October	440.67	316.00				
Banked	131.67				-309.00	
	131.67					
Cash float withdrawn	631.67					500
Xmas Fayre 6th December cash counted (3,725.55 - 500 float)	3857.22	3225.55		-150.00		
Raffle prize (paid out in cash)	3707.22					
Banked	1888.22				-1819.00	
Banked	1600.17				-288.05	
Banked	1118.67				-481.50	
Banked	131.67				-987.00	
	131.67					
Eisteddfod donations - £38	169.81	38.14				
Cake sale - £105.40 -£94 raised	275.21	105.40				
Cake sale costs paid in cash	263.81			-11.40		
Mother's day - £255.77	519.58	255.77				
Break the Rules	843.66	324.08				
DJ for disco, paid in cash	743.66		-100.00			
Name the bunny	834.42	90.76				
Banked	355.08				-479.34	
	355.08					
Cake Sale - £152.50	507.58	152.50				
Cash to school – for AJ - Amazon classroom resources	378.80		-128.78			
Vikki paid for sweets; £15.88	362.92			-15.88		
Sports Day - £79.26	442.18	79.26				
Father's Day - £276.00	718.18	276.00				
Vikki paid for Father's day from floats, £40	678.18			-40.00		
	678.18					
Cash withdrawn from bank for Summer Fayre float	1278.18					600
Raffle cash counted	2372.18	1094.00				
Raffle prize (paid out in cash)	2222.18			-150.00		
Stalls cash (3632.49 - 600 (new float) - 170 from existing float)	5084.67	2862.49				
Paid to Bouncy castle (cash)	4844.67			-240.00		
	4844.67					
Banked	3900.67				-944.00	
Banked	3392.49				-508.18	
Banked	869.00				-2523.49	
Banked	250.00				-619.00	
Year 6 buffet	50.00		-200.00			
Float Carried Forward	0.00					
Float Brought Forward		8942.95	-428.78	-607.28	-8958.56	50.00

