



ALDBOURNE PTA
ST. MICHAEL'S SCHOOL

Meeting of St Michael's School PTA held on
Tuesday 11th October 2022 at 8pm at St Michael's School and on zoom

MINUTES

Present: Michelle Miles (Chair), Matt Lambert, Mhairi Traves, Katy Anderson, Fiona Hodgson, Laura Hyde, Jenny Street, Kerry Hawkins, Laura Mooney, Sadie Darling-Hewitt, Sam Rolfe-Hoang, Brea Welch, Zoe Barraclough, Mrs Godfrey and Jodie Miles

Apologies: Alex Lambert, Al Hogan

1. **Welcome** - Michelle introduced the meeting and welcomed the attendees.
2. **Treasurer's Report** – Kerry Hawkins
 - Bank balance as at 1 Sep '21 – £22,190
 - Fund-raising events ordered by profits (highest to lowest):

Event/Source	Income	Expenses	Profit
Co-Op match funding	£1,316.42	£0.00	£1,316.42
Welly Walk	£1,290.37	£8.99	£1,281.38
Fun Run / Summer Fair	£1,325.80	£257.69	£1,068.11
Lottery	£851.70	£20.00	£831.70
Safari Supper	£836.07	£251.64	£584.43
Festive Fun Run	£291.00	£0.00	£291.00
Bags 2 School	£274.60	£0.00	£274.60
Sports Day	£228.25	£16.13	£212.12
Christmas raffle	£120.50	£0.00	£120.50
Amazon Smile (online shopping)	£105.34	£0.00	£105.34
Play Nights	£348.03	£244.68	£103.35
Lolly Fridays	£98.75	£0.00	£98.75
Party Box Hire	£90.00	£0.00	£90.00
Second-hand Uniform Sales	£79.70	£0.00	£79.70
Wreath making	£258.00	£191.78	£66.22
My Name Tags	£63.00	£0.00	£63.00
The Giving Machine (online shopping)	£51.23	£0.00	£51.23
Donation	£49.10	£0.00	£49.10
Interest	£2.00	£0.00	£2.00
Total	£7,679.86	£990.91	£6,688.95

It was noted that events had the dual purpose of income generation as well as bringing the community together. Therefore, less profitable events were still thoroughly worthwhile.

- Expenditure:

Others Expenses			
Forest School payment		£20,000.00	
Christmas Panto (coaches)		£845.00	
Christmas Panto (ice-cream)		£345.00	
Transfers to school float		£300.00	
Swimming lessons		£291.00	
Worsley Training (First Aid)		£232.00	
Parent Kind Membership		£111.00	
Reception evening wine		£91.96	
Christmas Nativity Drinks		£52.85	
Easter Egg Hunt		£25.22	
Sports Day Lolly's		£24.72	
Year 6 Leavers Event		£20.00	
Total		£22,338.75	
TOTALS		£23,329.66	-£23,329.66

- Post year end: £5000 to school for play equipment.
- There is currently £1500 in the PTA bank account.

3. Chair's Report

The chair thanked all those who have supported the PTA and school in whatever capacity – on the committee, placing grants, marshalling at events, working on stalls. She noted that post-COVID, lifestyles have changed and limited the amount that can be fund-raised. However, it is very exciting to be returning to a proper year.

The chair reminded those present that the role of the PTA is to raise funds and thereby improve the children's learning experience – books, ipads, enriching chn's experience by part-funding pantomime trips, buying easter eggs, funding the Kapla STEM experience – essentially to try and reduce some of the burden from the school.

The attendees were reminded that every parent in the school is a member of the PTA by default and strongly encouraged to get involved, although there was a mandate for at least 7 x named trustees that should meet regularly – see below. A call was made for all parents to volunteer in support of the PTA, with particular emphasis on those with specialist skills in marketing and/or communications, and bid-writing.

In answer to a query about funding priorities it was explained that at the start of the year the funding priorities were agreed with the Head Teacher. For this FY they include Outdoor play and learning equipment and enhancements to the fort. These will be added to website for wider visibility (MM).

4. Elect trustees / committee members

The following individuals volunteered to take up posts on the committee and were voted in:

Position	Person
Chair	Michelle Miles
Secretary / Governor	Alex Lambert
Treasurer	Jodie Miles
Teacher	Jane Godfrey
Trustees	Mhairi Traves
	Jenny Street
	Laura Hyde
	Laurie Mooney
	Sadie Darling-Hewitt
	Matt Lambert
	Fiona Hodgson

5. Class Reps. Clarify roles and responsibilities and elect 2 per year

It was explained that given the efficacy of WEDUC, the role of the class reps has become more a method of the PTA contacting parents than being the link between the school and parents. Class reps are strongly encouraged to attend PTA meetings. The following were thanked for volunteering, often for repeated years:

Year	Rep 1	Rep 2
R	Zoe Barraclough	Laura Little
1	Sam Rolfe-Hoang	Brea Welch
2	Katy	To be confirmed
3	Al Hogan	Sophie Fynn (post meeting)
4	Rosie Baker	Al Hogan
5	Laura Worby	Laurie Mooney
6	Alex Lambert	Rozi Henderson

6. Discuss forthcoming events.

The following events are forecast, with leads shown where known.

Date	Event	Lead	Comments
14.10.22	Welly Walk	Michelle Miles	
14.10.22	Parents' Quiz	Jane Godfrey	
Date changed post meeting	Popcorn Club (winter)	Michelle Miles to identify a lead	Support from Mhairi Traves
Date changed post meeting	School Disco	Lou Jamison	Michelle to meet with Lou to discuss plans

8.12.22	Wreath Making	Michelle Miles and Laurie Mooney	USPs being that: <ul style="list-style-type: none"> - Material will be both foraged and sustainable - It will return to a Thursday night - Invited florist to run the evening Laura will speak to Tessa to ensure that it deconflicts with her similar event
10.12.22 Date tbc	Christmas Fair	Working group to be established of Brea Welch, Sam Rolfe-Hoang and Sadie Darling-Hewitt to determine whether there is appetite to run something.	Ideas could include hampers, sport relief event, santa fun run, Elfridges, raffle (Jenny)? If held on 10 Dec, then the Band concert will follow.
15.12.22	Nativity Drinks	Need to identify a lead	Drinks sales (using Michelle's alcohol license) @14.30 and 17.30
28.1.22	Burns Night	Mhairi & Phil Trayes	Saturday night Callers need to be booked asap – Andrea Gould, Alistair
To be confirmed	Popcorn Club (spring)		
To be confirmed	Popcorn Club (summer)		
To be confirmed	Summer Fair		
To be confirmed	School Disco (summer)		

Michelle and Jane to discuss dates for future events with school and confirm ahead of next meeting.

Michelle to confirm the film license required for Popcorn club.

7. PTA meetings will be held on the 1st Tuesday of every term at 8pm, with **all parents** are invited and encouraged to take part. Attendees are welcome to attend in person or by zoom.

8. **AOB**

Jane Godfrey thanked all members of the PTA for their efforts, stressing that in the current climate of reduced and stretched budgets, the fund-raising activity of the PTA was vital to allow the school to function effectively.

9. The meeting was adjourned at 21.15.



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