

PTFA Minutes of the Annual General Meeting
Friday 29th September 2006

Present

Peter Robson, Nick Skeet, Neil Bolton, Mr Loftus, Margaret Gill, Nigel Gill, John Burke, Cindy Burke, Mr Dove, Elinor Anderson, Eddie Joel, Jim Evans, Liz Skeet, Letitia Bradley-Proulx.

Apologies

Amanda Fitzgerald, Martin Edmundson

Matters arising from the previous Minutes.

None

Annual Review

Firstly, Peter acknowledged that we had a very successful year and thanked all those who had helped in supporting the PTFA. In particular, Peter thanked the other officers of the Committee Nick, Neil and Letitia for all their hard work over the last year without which the success we have achieved would not have been possible. In addition Peter thanked the partners for their support and the School.

Peter introduced the annual review by the Committee.

Where have we come from?

- We got by with a little help from our friends
- A completely new committee with no previous experience
- A shared desire to see our children have the best possible experience at St Patrick's

What did you tell us?

- to communicate clearly with parents
- to develop an action plan with clear targets and priorities
- to be inclusive
- to raise funds for the outdoor environment and equipment
- to have a good mix of adult and family focused events

What have we done?

- Consulted with you
 - ✓ Parent/carer questionnaire
- Improved communications
 - ✓ Created PTFA website – stpatrickspfta.org.uk
 - ✓ Welcome pack for new parents & presentation
- Provided vital services
 - ✓ Continued to support the uniform shop
- Involved parents and the business community
 - ✓ Build a list of skills and contacts
 - ✓ Secured sponsorship
 - ✓ Raised the PTFA profile
- Run successful & fun events and raised cash
- Christmas Hamper Raffle
- Kids Christmas Party
- Class Teas for all years

- Valentines Disco for the Children
- St. Patrick's Day Race Night
- Children's Sponsored Run
- Summer Fete

What's the bottom line?

- Generated almost £16,750 income during year!!
- Over £10,000 of equipment, extras & services already provided
- Year end balance stands at £7,690.04
- Outdoor classroom still to be paid for!
- Further commitment to support the new building works!
- There is still a shortfall of almost **£2,000**
.....so there is still a lot more to be done!!!

What does that help us to do?

- Outdoor classroom
- School wish lists
- Trip subsidies
- New PA System
- School council support
- Building work
- PTFA notice board
- Those little extras !! (parties,Easter etc)

Where are we going?

- Meet our commitments to funding building works!
- 40th anniversary celebrations
- More outdoor equipment
- Better classroom IT provision
- Increased local business links
- External funding streams
- Awards and recognition

Your school needs You!

- Everyone has something to offer
- Over 70 people volunteered to help with the summer fete
- Community contacts are always useful
- You get out what you put in

To Find Out More....

- Please read our Booklet
- Contact any of the Committee
- Contact the School
- Visit Our Website stpatrickspfta.org.uk

Accounts 2005/06

Neil presented to the meeting the unaudited accounts for the year 2005/06. Neil proposed that the accounts, as unaudited, being accepted by the Committee. This was voted on and unanimously agreed.

The summary accounts are attached to the back of the minutes.

Neil presented a resolution to the Committee that Coles Associates be nominated as the PTFA accountants for carrying out the audit of the accounts. The resolution was voted and unanimously accepted.

Election of the Committee.

Mr Loftus echoed the sentiments of the school when he thanked the present committee and everyone who helped to create the vibrant, dynamic and children centered activities enjoyed this year. He felt it has been a very rewarding year.

Mr Loftus nominated the following officers be re-elected for the following year:

Chair	Peter Robson
Vice-Chair	Nick Skeet
Treasurer	Neil Bolton
Secretary	Letitia Bradley- Proulx

Each of these nominations was seconded by attendees at the meeting. All the nominations were voted in unanimously.

Class Representatives

Peter thanked everyone who had been a class representative last year for their contribution and support. Having consulted with parents, this year the class representatives are:

Reception	(1)	Cindy Burke	(2)	Vacant
Year One	(1)	Fiona Dowling	(2)	Sarah Taylor
Year Two	(1)	Elinor Anderson	(2)	Rhiannon Price
Year Three	(1)	Jane Paulton	(2)	Veronique Needham
Year Four	(1)	Charmaine Cooke	(2)	Julie Bryan
Year Five	(1)	Erica Newbury	(2)	Pippa Moore
Year Six	(1)	Julia Slark	(2)	Fiona Moore

A.O.B.

There was no other business raised.

Next Meeting: Wednesday 11th October 2006

St. Patrick's R.C. School PTFA
Unaudited Accounts 2005/2006

Income

Events

Xmas Raffle & Party	688.95
Valentine Disco	375.37
Racenight	3,236.92
Fun Run	1,706.73
Summer Fete	<u>5,754.74</u>

Sub Total Events 11,762.71

Other

Interest	4.13
Uniforms	2,655.76
Donations	<u>25.00</u>

Sub Total Other 2,684.89

Total Income

14,447.60

Expenditure

Events

Xmas Raffle & Party	23.50
Valentine Disco	120.56
Racenight	1,576.40
Fun Run	1,676.93
Summer Fete	<u>2,203.49</u>

Sub Total Events 5,600.88

Donations to School

P.A. System	1,525.04
Noticeboard	563.12
School Council	181.79
School Class Wish Lists	362.24
Other	<u>426.00</u>

Sub Total Donations 3,058.19

Other

Uniforms	2,232.74
Administration	<u>172.24</u>

Sub Total Other 2,404.98

Total Expenditure

11,064.05

Net Income for Year

3,383.55

Cash Statement

Opening Cash Balance Sept '05	4,856.07
Net Trading Income	3,383.55
Stock	(527.25)
2006/07 Prepayment	<u>(22.33)</u>
Closing Cash Balance	<u>7,690.04</u>

Reconciliation to Bank Account

Closing Cash Position	7,690.04
Outstanding Liabilities	274.58
Petty Cash Account	(20.95)
Closing Bank Account Position	<u>7,943.67</u>