

Junior School PTA Annual General Meeting Minutes

Date: 18/09/2025
Time: 6:30pm – 7:30pm
Venue: Junior School Dinner Hall
Attendees: Mr A Haywood, Michelle Cameron, Suzie Davies, Shirley Chow, Nickie Grimshaw, Jessica Allen, Kym Connelly, Clare Feast, Sarah Arora, Gaurav Arora, Bal Sahota, Amy Connelly, Laura Cuss, Carly Sweales, Hemal Pandya and Deborah Richards
Absent: Sophie Noble, Helen Clowes and Patricia English

Michelle opened the meeting by thanking everyone for attending. Then went on to thank the Committee Team and Friends of the PTA for their hard work.

Michelle confirmed that she is sadly stepping down as Chairperson. Debbie is happy to stay as Secretary. Shirley to also step down as Treasurer.

At the end of the meeting new appointments as follows were made:

Chair – Kym Connelly and Carly Sweales

Deputy Chair – Gaurav Arora

Secretary – Deborah Richards

Treasurers – Sarah Arora and Bal Sahota

No objections were raised and they were voted in by all.

Michelle went through the AGM report in detail with the following discussion highlights:

- We had around 15 events over the year.
- Which were co-ordinated at regular monthly meetings and on a Group WhatsApp.
- Funds raised of £18k from a mixture of events (both child and parent participation), Company sponsorship, generous donations from parents using clothes bank, lots of sponsors and the supermarket voucher scheme. It was slightly less than last year. No grants this year.
- Funds raised were spread across the whole academic year which were spent on a nurture pod, school computers, subscriptions for the school £3k per year, and stationary supplies from the schools Amazon Wishlist. Christmas arts and crafts for year 6 and some book vouchers to use for their awards ceremony were also purchased.
- Treasurer Report was passed out.
- Discos were particularly popular and raised approximately £4k on 3 events.
- Hot Dog lunches had a lot of praise from teachers and parents. But will not be continuing. Due to volunteer availability and lot of work for the school office staff.
- Colour run was not as successful as last year. It was a lot of work, and we only made profit due to the sponsorship. It may be better to put sponsorship on the Summer Party going forward.
- Parents are happy that the Ice Lolly sale has happened at Junior school.
- Smartie Challenge wasn't a good event – not much interest. Children are too old.
- Krispie Kreme events were good - £250 per event. Minimal effort.
- Break the rules day was a great success raising £426 with minimal effort.
- Easter hampers made £203. But low-ticket sales.
- Bake Sales did not happen due to the school having 3 gates which makes it difficult.

- The Summer Party was our biggest fundraiser; it raised £6400, and we had lots of positive feedback. Bouncy Castle price has gone up to over £700. for the two days (Year 6 use them the day before).
- Christmas Cards & Gift Shop was discussed – it was successful and pre wrapping the gifts and writing labels made it a lot easier.
- Family Day did not make as much this year due to not running a cafe alongside this.
- Supermarket vouchers are just ticking along.
- No events have been discussed for this year as Michelle is stepping down.

Michelle wished Kym and Carly all the best. Confirmed 2 events booked in a school disco and a break the rules day.

Shirley gave an overview of the Financial Report

- Raised £18k this year slightly less than last year's £20k
- Only had £2k of grants come in this year and it was £6k last year.
- Summer party was main event.
- Three discos raised over £4k. Parents that miss out comment on Classlist. Mr Hayward discussed the possibility of doing 2 discos on the same night. Waiting list is normally only 6 or 7. Mr Hayward said if it is only a few, we could let them have a ticket the day before. Carly asked if the little ones get overwhelmed being in with year 6 children. Some do but overall, it works well. Perhaps look to put the price up by 50p. The novelty items sell well – the children love buying them. There are normally 4 teachers present on the night. Nickie suggested having a few big boxes to store coats as the children spill drinks over them when they are placed on the table.

Mr Haywood thanked Michelle and Shirley for their hard work.

He also explained that the school is running at a deficit and therefore cannot put in for some of the things that the school needs. There is a deficit £75k due to us not getting the funding for our SEN provision. Funding should take 20 weeks but it's taking over a year and it's not backdated. The salary bill is 80% of the budget. Of this amount £10k is due to parents not paying for trips. This has not happened because of frivolous spending.

SEN – needs are getting more complex and places in specialist SEN schools are getting less. Carly asked if every school is like this. Mr Haywood said no but he can't turn children away. Funding is payable in arrears, normally a year in the future (April).

Grants were discussed and Suzie asked again for a wishlist. This was discussed as a group and Mr Hayward said it might be better for us to put a list together detailing what you can get a grant for. Then ask the teachers.

Mr Hayward requested that some of the funds raised by the PTA be sent to the school to help with essential things, and that the school can confirm what the money has been spent on.

Match funding – if a parent has this with their employer, then if they are happy to help on an event then their employer can double the amount raised on that particular stall.

Ann Alderson (School Governor) wanted to raise the subject of sustainability. Her message was read out.

A few parents want to set up a Finance Working Group to come up with ideas to help clear the budget deficit, and this will be instigated in a few weeks.

Meeting ended.