

## **St Joseph's RC School PTFA**

### **AGM 2019/20**

**Date: 25/9/19**

#### **In attendance:**

Adrian Booker (outgoing Chair), Caroline Fitzgerald (interim Chair), Tracey Curran (secretary), Kim O'Reilly (interim Treasurer), Fiona Winter, Ryan Finn, Stuart Supple, Melissa Ortiz, Nalini Owusu-Adjei, Sarah McCloat, Nicole Aubin-Laing, Clare Carter, Simone Reddington, Clair O'Grady, Asma Asmed, Anne-Marie Strachan (Head Teacher)

---

#### **Overview of 2018/19 - Caroline Fitzgerald (interim Chair)**

- Introduction and thanks to all committee, staff and parents
- Explained the 2 key purposes of PTFA
- Explanation of why the school needs self-fundraising in order to balance budgets
- School budget issues discussed and the shortfall in budgets due to cuts and cost increases over last few years – St Josephs has one of the lowest budgets per student in the Borough of Bromley
- Explained how funds were used in 18/19 and where money was spent
- Major Fundraising methods explained:
  - Gift Aid
  - The £10 Fund - major focus for 2019/20
  - Events - 3x major (1 per term)
    - Fireworks (Autumn Term)
    - St Patrick's Day (Spring Term)
    - Summer Fair (Summer Term)
- Smaller events also crucially important to the fundraising efforts – film nights, non-school uniform days, cake sales and Calendars
- Other fund raising that contributes to the PTFA-
  - Matched Giving – currently only 1x person in school, all parents urgent to check if their company does this and let committee know
  - Easy Fundraising – via PTFA website
  - PTFA comms – explained how these are delivered. Awareness of Facebook page needs to be spread and a new administrator added.

#### **Financial Performance 2018/19 - Kim O'Reilly (interim Treasurer)**

- Explained an issue with standing order contributions (£10 fund) – circa 25% of this funding has disappeared with the loss of last years Year 6 and has not been replaced by new contributions from further down the school.
- Gift Aid was not claimed in 2018/19 but will be claimed next year up to £2k
- Revenues remained similar YoY for PTFA events, but costs were down overall by £2k

- Events and fundraiser volumes reduced due to lack of volunteers in 2018/19 (an ongoing problem), eg Christmas cards have been stopped
- Overall nearly £2k extra raised YoY
- Pantomime 'profit' stated does not include cost of tickets which is met 100% by the PTFA

#### Questions/Recommendations from the floor:

- Questions over what needed to be done for parents to better support events etc. Broader discussion to be had via new committee and staff reps on this.
- Unwanted Xmas presents for raffle prizes suggested – messages to go out in January.
- The Book People - link to donate to St Joseph's to be added to PTFA website. Every time you place an order with The Book People over £10, they'll donate £1 to a school of your choice for them to spend on books - details here <https://www.thebookpeople.co.uk/bigbookboost>
- Can donations be made separately from £10 fund? Yes they can and we should publicise
- Can a donation button be added to PayPal on the website? Yes this will be added ASAP
- How are new ideas put forward? Parents didn't know how. Have an ideas box where parents can make (anonymous if needs be) suggestions for fundraisers.
- Regular coffee morning fund raiser to share ideas.
- Suggested that an ideas meeting should take place for all parents to input.
- Voice need for support and volunteers better to parents.
- Summer fairs can be themed where each year group hosts a stall and dress accordingly. This could drive up attendance. Best years effort gets a prize.
- Add plaques on things the PTFA has sponsored to make parents aware of what is donated by PTFA.
- Big companies such as banks often do community sponsorship for charities e.g. painting, gardening.
- Have barometers in the school to show what PTFA is currently raising money towards as well as how well the funding is going.
- Case studies on how parents have helped the school.

#### **Election of officers for 2019/20 - Adrian Booker (outgoing chair)**

Adrian Booker formally stood down from the PTFA Committee and thanked those who stepped up in 2018/19 for their outstanding work and contributions.

#### **PTFA Chair:**

Nominee for vacant Chair position: Caroline Fitzgerald

- Nominated by Adrian Booker and Seconded by Tracey Curran
- Caroline Fitzgerald unanimously elected by all present

#### **PTFA Committee:**

Esther Demetz informed the committee previously that she would be standing down from the position of Treasurer.

Nominee for vacant Treasurer position: Kim O'Reilly

- Nominated by Adrian Booker and Seconded by Tracey Curran
- Kim O'Reilly unanimously elected by all present

Tracey Curran to continue as Secretary (unanimously agreed)

Existing committee members to continue: Fiona Winter, Ryan Finn, Asma Asmed (unanimously agreed)

New committee members: Sarah McCloat, Clare Carter, Simone Reddington, Clair O'Grady (unanimously elected)

Election of officers concluded.

**Closing statements:**

New Chair Caroline Fitzgerald thanked everyone for coming and explained that Fireworks would be the first major event of the year on Weds 30<sup>th</sup> October.

Anne-Marie Strachan (Head teacher) gave her thanks to the outgoing and incoming committees and to the parents for their ongoing support. Noted how significant the funds raised on behalf of the school are to every child.

Meeting Ends.

---