

Parents, Teachers & Friends of Eldersfield Lawn Church of England School



Minutes of PTFA AGM

Tuesday 5th October 2021 6:00pm held at Eldersfield Lawn Primary School

Present

Mr Anthony Dixon-Gough, Claire Kinahan, Louise Herbert, Louise Keeble-Buckle, Jackie Ostocke, Ellen Challoner, Jackie Lewis, Caroline Campbell, Michelle Starr, Steve Evans, Vicki Wallace

Apologies

Suzi Baimbridge, Jo-Anna Challens, Martin Challens, Anna Reeves, Bee Rand, Lisa Baker, Hannah Buckland, Lavinia Westlake

Election of new committee

Claire Kinahan and Louise Herbert voted in to remain as joint chair

Louise Keeble-Buckle voted in to remain as treasurer

Suzie Baimbridge was voted in as secretary although had sent her apologies for this evening's meeting
All present in agreement with the above.

Louise and Claire have said they hope to hand over to new chairs in September 2022 should anyone be interested in taking over please do come forward.

Treasurers report and review of 2020/21 activities

Louise Keeble-Buckle provided a summary of the treasurers report as attached advising that funds are now very low due to the expense of the outdoor classroom and the reduced fundraising ability last academic year due to the pandemic. Current bank balance is £923.88 as at 5.10.21.

Outdoor Classroom

Special thanks went to Claire Kinahan who organised the outdoor classroom - from the planning stages to the fitting - with her husband Nick and his contacts carrying out a lot of the work.

Claire was presented with some flowers as a thank you.

We then discussed the finishing of the classroom and an official launch. It requires wood treatment which PTFA will organise and ask for parent volunteers to help do this. Ellen is going to check with her partner regards spray bottles which may be better than painting! Date TBC.

Flooring by way of artificial grass is required and also tables and chairs/benches - both to be paid for by school. Mr DG will look into this.

Fundraising for 2021/22

1. Sports Day is officially cancelled, school will hold a Mini Marathon as a substitute on the afternoon of Wednesday 20th October, more details to follow.
2. Rags to Riches - next collection 5.11.21.

Mr DG raised the possibility of having a permanent clothing bank at the school - agreed to look into this. Claire will contact her friend regarding the one they have at Hartpury School.

Joint Chairs - Claire Kinahan & Louise Herbert
Treasurer - Louise Keeble-Buckle
Secretary - Suzi Baimbridge

C/O Eldersfield Lawn CofE Primary School, Corse Lawn, Gloucester, GL19 4NY
Registered Charity Number: 517304

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3. School disco – PTFA to set a date for the new year as lots going on this side of Christmas.
4. Christmas Fayre – Friday 26th November – there will be a separate meeting regards this.
Stallholders, Santa's grotto, food, raffle all required. Caroline, Jackie O and Jackie L agreed to contact companies/venues for raffle prizes.
Louise H has a few stallholders already and is to contact those suggested – Tracy Owen, Usborne Books. Steve would like a stall for Treasure Seekers.
It was suggested the children could design thank you cards to thank those who donate raffle prizes.
5. Christmas Cards – we are using Cauliflower Cards again. This year the children will complete the artwork IN SCHOOL which will then be sent home for orders to be placed by parents online. Subject to the Covid situation, PTFA will be looking for helpers to assist the children in the classrooms on this day to get the artwork done.
Mr DG to advise date. Louise H to push back collection date for the artwork to w/c 8th November.
6. Hunters Quiz – the pub is looking for a quiz master if anyone is interested, also more parents to attend the quiz if they can. Claire/Louise H to put a post on the FB page to advertise this and hope to go back to holding our PTFA regular meetings at the pub on the night of the quiz so parents may stay on and support.
7. 150th Anniversary celebrations – we would like to hold a parent social event next year in line with the anniversary. Discussed possibility of a marquee at the school, or Bushley Village Hall as a suitable venue. An auction of promises was also suggested. More details to follow.

Other fundraising ideas

Class cake sale last day of each half term; silver smarties; crazy hair day; non-uniform days – to be decided and dates set – details to follow

PTFA Reps

Louise KB will set up a WhatsApp group for all committee members

AOB

The community shed is going to be replaced with a new one. Claire/ Louise H will check what belongs to PTFA before this is done so items are not disposed of.

Date of next meeting

Wednesday 3rd November 2021 at The Hunters Inn, Longdon - 6.30pm – all welcome.

(Treasurers Report attached)

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Full year accounts for 12 months to 31 August 2021

STATEMENT OF INCOME AND EXPENDITURE

	Income	Expense	Net
Events & Activities			
Rags to Riches	568.36		568.36
Book Bags/PE bags etc	26.50		26.50
Second Hand uniform	175.81		175.81
Tea Towels	64.80		64.80
Curry Night	787.00	(319.47)	467.53
Cauliflower Cards	143.00		143.00
Non uniform day	179.17		179.17
Ice Cream sales	662.83	(200.20)	462.63
Donations from The Hunters Quiz nights	125.00		125.00
<i>Sub-total</i>	<u>2,732.47</u>	<u>(519.67)</u>	<u>2,212.80</u>
School donations			
Tara's Books contribution to the school		(34.95)	(34.95)
Planning costs Outdoor Classroom		(859.00)	(859.00)
Outdoor Classroom deposit		(600.00)	(600.00)
<i>Sub-total</i>	<u>0.00</u>	<u>(1,493.95)</u>	<u>(1,493.95)</u>
Adminstration			
Small lotteries licence		(20.00)	(20.00)
Parent Kind Subscription		(111.00)	(111.00)
<i>Sub-total</i>	<u>0.00</u>	<u>(131.00)</u>	<u>(131.00)</u>
Total Income & Expenditure for the Year	<u>2,732.47</u>	<u>(2,144.62)</u>	<u>587.85</u>
Opening bank balance	01-Sep-20		10,285.13
Net cash generated in the year			587.85
Closing bank account balance	31-Aug-21		10,872.98