

Countess Gytha PTFA AGM

Meeting Held: 22nd February 2024

Meeting opened 09:00, meeting closed 09:40

Present - Nicki Rowlands (NR), Peter Fletcher (PF), Heidi Brownhill (HB), *As our income has crept up we have now registered*

Micaella Hills (MH), Katie Sweby (KS), Kellie Walker (KW), Daniel Oddermose (DO), Davina Fletcher (DF), Karen Annetts (KA), Jack Bunter (JB), Pat Peck (PP), Alex Inskip (AI).

Apologies- Faye Lye (FL).

- Minutes of last meeting read ALL APPROVED. No matters arising.

Chairperson's report

This report covers the period dated 30th March 2023- 22nd February 2024 for Countess Gytha PTFA.

This past year we have organised a variety of events & fundraising activities to include the summer & Christmas fairs, discos, a film night, rainbow run and mufti days. We did the popular "My Child's art" Christmas designs again and a Tea towel fundraiser for the Kings coronation celebrations. We are still discovering what works well, is most enjoyable and what raises a successful amount of funds!

Our largest donation to the school was for 10 new ipads, the PTFA also funded things like; a dance workshop, logoeid sports vests and the library system subscription. We liaise with school regularly to find out what items they would like and what can be provided, affordably and within what our constitution outlines.

We have now registered the PTFA as a charity and signed our committee up as trustees. It was a legal requirement to become a charity due to the level of fundraising we are now achieving each year but we also hope that we will have more access to certain grants and opportunities that we couldn't before.

Another change has been the shift over from the regular Bag2school collections, to now having our own clothing recycling bin on site, provided by Astra recycling. We are pleased to say this has been well received by the school and local community and is already raising a good amount of money for PTFA funds.

We are looking forward to some exciting events coming up this year, particularly the Rainbow run in May and our festival themed summer fair in July. We are always looking for new fundraising ideas, suggestions and helpers for events. We have an excellent group of volunteers that form the current committee but if there is anyone who is keen to join in then we are always happy to have a chat about how to get involved.

I would like to say a huge thank you to the whole PTFA committee for all the hard work they put in throughout the year to make our events such a success. Thank you to Heidi for keeping our finances in check and going through mountains of paperwork to make sure we are doing everything correctly!

Thank you to Mr Gordon and all the staff for supporting our events, we really appreciate your involvement and enthusiasm to make it all possible.

And finally, thank you to all the parents and carers for your support and encouragement for the PTFA events and fundraising that enables us to provide these experiences and extras for the children at Countess Gytha.

Treasurers Report for Countess Gytha PTFA

This year was our best to date with being able to hold all events in person and having a fantastic working partnership with the school, we were able to assist with school events and had the support from teaching staff for ours. As our income has increased, we have now registered with the charity commission and have signed all committee members up as trustees.

Overall fundraising events generated a profit of £4,691.59. From this we had general expenses for licenses and purchases of £270.15 and donated £3998.23 back to the school.

The total income generated from fundraising activities was £8152.29 with expenditure of £3,460.70. The attached report shows a breakdown of these figures by individual event (in date order).

Countess Gytha PTFA ends the financial year with a bank balance of £3,846.38.

Statement of Financial Activity for the Year Ended 31/08/2023

Income generated by fundraising activities (see separate list)

Gross Proceeds	£8,152.29
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Less Associated Costs	£3,460.70
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<u>Net Income Generated</u>	<u>£4,691.59</u>
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Less costs of Countess Gytha PTFA

Parentkind annual membership	£140.00
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Raffle license	£20.00
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Bunting	£22.60
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Postage	£0.95
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Banner Printing	£20.00
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Storage	£11.50
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Advertising	£50.00
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Stationery	£5.10
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<u>Total Running Costs</u>	<u>£270.15</u>
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Distributions Made:

CD Player - Preschool	£34.99
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Microscope	£174.98
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Cross Country Vests	£357.50
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Aprons	£39.00
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Dance workshop	£316.00
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Popcorn for Panto	£20.91
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Class xmas boxes	£88.66
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Christmas crackers	£15.00
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Chocolates	£5.00
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Books - World Cup	£58.07
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World book day books	£79.23
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Coaches for trips	£375.00
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Poetry prizes	£11.50
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Easter eggs	£45.78
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Photo frames	£60.00
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I pads	£1,675.00
Library subscription	£309.00
Easter Bookman challenge	£20.00
Leavers Books	£189.81
Coach for preschool	£75.00
Sports day Ice Lollies	£27.80
Fiver challenge prizes	£20.00

<u>Total distributions</u>	<u>£3,998.23</u>
<u>Opening bank balance</u>	<u>£3,423.17</u>
<u>Closing bank balance</u>	<u>£3,846.38</u>

Fundraising Activities	Income	Expenditure	Profit/(Loss)
2 nd Hand Uniform	£207.00	£0.85	£206.15
Bags 2 School	£373.00		£373.00
Easy Fundraising	£84.65		£84.65
UV Disco	£318.50	£255.03	£63.47
Christmas Fayre	£1,573.00	£314.16	£1,258.84
Polar Express	£150.00	£42.38	£107.62
Christmas Cards	£110.34	£4.45	£105.89
Rainbow Run	£550.00	£469.67	£80.33
Coronation Teas	£321.50	£226.15	£95.35
My Name Tags	£24.00		£24.00
Tea Towels	£871.00	£691.60	£179.40
Tuck Shop	£639.02	£359.04	£279.98
Sports Day refreshments	£54.75	£38.43	£16.32
Fiver Challenge	£550.03	£95.00	£455.03
Summer Fayre	£1,596.70	£748.44	£848.26
Disco	£369.00	£215.50	£153.50
Refunds and Returns	£111.30		£111.30
Donations	£248.50		£248.50
<u>Total Fundraising</u>	<u>£8,152.29</u>	<u>£3,460.70</u>	<u>£4,691.59</u>

2023-2024

As a quick guide to how we are progressing this year we have currently raised income of £2,994.20 and have had outgoings of £1,070.86. Giving us a profit of £1,923.34. We have already donated £2550.40 with plans for play equipment being our next big expenditure.

Almost through two thirds of the year, we still have more fundraising activities planned for the rest of the year including the summer fayre and end of year discos, Rainbow Run and donations to the school already being allocated.

Heidi Brownhill, Treasurer of Countess Gytha PTFA, February 2024.

Committee member elections-

Chairperson: Nicki Rowlands proposed by HB, seconded by MH

Vice Chairperson/ Social Media: Faye Lye proposed by NR, seconded by PF

Secretary: Peter Fletcher proposed by HB, seconded by MH

Treasurer: Heidi Brownhill proposed by NR, seconded by MH

Advertising/posters: Katie Sweby proposed by NR, seconded by PF

Additional committee members:

Micaella Hills proposed by NR, seconded by PF

Kellie Walker proposed by NR, seconded by HB

Any other business: Need to encourage potential new committee members over the next couple of years to make sure there are people willing to take over, as inevitably members will leave when their children move onto secondary school. All agreed to put some thought into this.

Future events:

24th May: Rainbow Run – Need to stock take powder paint and get course designed.

28th June : Mufti day for fair donations details TBC

5th July: Summer fair- need to get organisation underway asap, separate meeting soon to fully discuss plans.

19th July: Disco

KW mentioned possibility of getting helpers for rainbow run and summer fair from her work place. All agreed that would be a great help.

NEXT MEETING DATE

- Jan/Feb 2025 Date TBC