

Countess Gytha PTFA AGM

Meeting Held: 28TH March 2022

Meeting opened 14:00, meeting closed 15:00

Present - Nicola Rowlands (NR), Faye Lye (FL), Peter Fletcher (PF), Heidi Brownhill (HB), David Gordon (DG), Micaella Hills (MH), Tara Andrews (TA).

Apologies- Jo Lavender (JL), Katie Sweby (KS) .

Total Attendees- 7

- Minutes of last meeting read **ALL APPROVED**.
- Year 6 leavers books –Last years were well received and this year's books are in progress already- parental permissions already received and photos are being sourced ready to create the books.
- Jo Lavender is standing down from the PTFA due to personal reasons, her help with setting up the PTFA initially was greatly appreciated. JL has stated that she would still like to be able to help at any event where she can.

Chairperson's report

This report covers the work of Countess Gytha PTFA for the period of 10th March 2021- 28th March 2022.

I would firstly like to thank Mr Gordon for his support of the PTFA and also to all the teachers & school staff that have assisted with events, fundraising and ideas throughout the year.

Our aim during this year was to further build our funds so that we could provide more support for various projects and events at school. We have worked on promoting good relations between staff and parents and organising events that were hopefully enjoyable & accessible to all the children and their families.

The main role of the PTFA is to fundraise for items that will benefit the school but are not necessarily covered by the school budget, extras which the children might not otherwise have access to. Where donations are requested by the school, we try to stay mindful that they should benefit all children within the school where possible. There are exceptions to this occasionally, for example the Yr. 6 leavers books which we gift to the children. But as we have agreed for this to be an ongoing tradition, that all children at the school will eventually benefit from.

I know Heidi will cover more on our spending in her Treasurer's report, but during this year donations to school have included: wet play boxes for all classes, plants & seeds for class garden areas, ice lollies for sports day, Xmas crackers and prizes for some school events like the readathons.

We also decided to purchase a Sum Up payment machine during this year so that we can take card payments at events and provide online payment options for items like second hand uniform. This

has worked really well, especially when we found that people tend to carry less cash on them compared to pre covid.

Fundraising events undertaken have included- Mufti days, Christmas fair & raffle, the Xmas card fundraiser, several Bag2school collections, Mother's & Father's Day sales, summer raffle and disco, and the recent 'fund-raisin' competition.

The committee have lots of ideas for fundraising and hope that we will now be able to organise more events on site since the reduction of COVID restrictions, although we remain cautious about it due to having had to rearrange or cancel some events at short notice. Please do let us know if you have any suggestions or want to help out!

Finally, I would like to say a huge thank you to everyone involved in the PTFA committee, we all have a lot going on in our own lives and still find the time to organise events and keep the committee running behind the scenes, it's not an easy task. Thank you especially to Heidi who is constantly monitoring our finances, researching costs and making sure all the licenses and paperwork is done correctly for every event. I honestly couldn't have taken on this role without her support & enthusiasm!

I'm proud of what we've achieved and built up, especially whilst trying to negotiate COVID restrictions. Thank you also to all the parents and carers that get involved and support our events and those that have donated prizes for raffles and fundraising, we are always overwhelmed by the generosity!

Thank you!

Treasurers Report for Countess Gytha PTFA

28th March 2022

Financial Year 1st September 2020 to 30th August 2021

Under the fantastic leadership of Nicki Rowlands, Countess Gytha PTFA has had a great year under difficult circumstances and having to manage many of our events virtually. Overall fundraising events generated a profit of £2254.76.

The total income generated from fundraising activities was £5780.86 with expenditure of £3,521.10. 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 £2,493.01. From this balance a figure of £1000 has been allocated to the outdoor learning area as a polytunnel is no longer required.

2021-2022

As a quick guide to how we are progressing this year we have currently raised income of £2247.76 and have had outgoings of £1232.53. Giving us a profit of £1015.23.

This is a good start to the year and as the year has started, we have still been managing most of the events virtually.

Hopefully with covid restrictions now lifted we hope to provide more hands-on fundraising and being more visible within the school. Mr. Gordon has been supportive, and we look forward to working alongside him.

Heidi Brownhill, Treasurer of Countess Gytha PTFA, March 2022.

Statement of Financial Activity for the Year Ended 31/08/2020

Income generated by fundraising activities (see separate list)

Gross Proceeds	5665.37
Less Associated Costs	1602.49

Net Income Generated	4062.88
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Less costs of Countess Gytha PTFA	
Parentkind annual membership	226.00
Raffle licence	40.00
Sum up machine	23.98

Total Running Costs	289.98
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Distributions Made:

Dictionaries	56.25
Xmas Crackers	7.50
Readathon	477.50
Flasks	38.97
Easter Eggs	24.00
Seeds	23.33
Wet Play boxes	287.40
Plants	28.00
Shade sails	19.99
Leavers Books	159.84
Ice Lollies	26.19
Stock	11.40
Shed	352.77

Total distributions	1513.14
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Opening bank balance	233.25
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Closing bank balance	2493.01
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Fundraising Activities	Income	Expenditure	Profit/(Loss)
Make the rules	£208.36		£208.36
2nd Hand Uniform	£221.00		£221.00
Bags 2 School	£546.00		£546.00
Easy Fundraising	£147.04		£147.04
Eco Racing	£180.80	£22.75	£158.05
Pantomime		£136.36	(£136.36)
Xmas Fayre	£1,194.50	£331.17	£863.33
Xmas Jumpers	£46.00		£46.00
Xmas Cards	£92.20		£92.20
Science dome		£120.00	(£120.00)
Mothers Day cakes	£188.00	£130.37	£57.63
Readathon	£477.50	£6.00	£471.50
Easter Fayre	£957.00	£398.99	£558.01
Smarties Challenge	£449.50	£21.47	£428.03
Fathers Day	£115.00	£84.00	£31.00
Summer Raffle	£533.00	£266.31	£266.69
Disco	£196.80	£79.82	£116.98
Donations	£55.01		£55.01
Collection pots	£57.66	£5.25	£52.41
Total Fundraising	£5,665.37	£1,602.49	£4062.88

Committee member elections-

Chairperson: NR proposed by DG, seconded by MH

Vice Chairperson: FL proposed by NR, seconded by MH

Secretary: PF proposed by HB, seconded by NR

Treasurer: HB proposed by NR, seconded by FL

Advertising/posters: KS proposed by NR, seconded by FL

Additional committee members:

MH proposed by NR, seconded by HB

TA proposed by NR, Seconded PF

Any other business:

Future events:

Crazy hair day planned for 1st April

Easter fair 7th April

Jubilee 27th May- DG would like our involvement where possible during the day, we have agreed to take on responsibility for the afternoon tea & help towards costs of plate decorating.

Bag 2 School collection 9th June (aiming to book three collections per school year).

Summer fair- need to decide date asap and get organisation underway.

Disco- 8th July

Ice cream treat- suggested for last week of term.

NEXT MEETING DATE

- TBC