



St Stephen's Junior School PTA

AGM – Thursday 6th October 2022

Present: Chris Galley, Rachael Simeone, Hayley Lovell, Paula Shears, Ellie Langdon

Apologies: Louisa Wilson

Chairs Report

Chris started by expressing how disappointing the turnout for this meeting was. For a school of over 350 children, to have only 5 parents/carers in attendance is unbelievable. Despite repeated attempts to secure engagement from new sources, it remains a seemingly impossible task.

A good year was had by SSJS PTA this year. It was really productive to start holding more joint events with The Friends of St Stephen's Infant School and a great working relationship is continuing to grow.

All our events have worked well despite the aforementioned lack of support from outside of a core 8-10 people.

Chris thanked the committee for their hard work this year.

Treasurers Report

Please see attached for more detailed breakdown.

Despite things still getting back to normal following covid rules, we managed to run over 20 separate events, raising over £4000.

We are in a very healthy position currently, financially, with a closing bank balance of £14,765.

We have made numerous attempts throughout the year to spend a large portion of this money on outdoor play equipment for the children, but it has taken some time to reinstate Voice of the Change Makers at school so this has been delayed. We are now in talks with them and are hopeful of moving this forward very soon!

We discussed the appropriateness of fundraising during the current economic situation and agreed that as a committee, we felt the best option was to focus on providing our events at the lowest cost possible to families, whilst still endeavouring to provide fun for the children. We will not hold any sponsored

events this year, or events which only have raising funds as a goal. This means we will retain events like our Fayres, discos and BBQs, but not do things like additional non-uniform days etc (outside the two we hold in return for prizes for the fayres)

At this stage Paula Shears thanked the committee, on behalf of parents and carers, for all they do for the children and school.

Election of Committee

The new committee was voted as below:

Chair: Chris Galley

Nominated by Paula Shears, seconded by Rachael Simeone

Treasurer: Rachael Simeone

Nominated by Ellie Langdon, seconded by Chris Galley

Secretary: Ellie Langdon

Nominated by Chris Galley, seconded by Rachael Simeone

Vice Chair: Hayley Lovell

Nominated by Rachael Simeone, seconded by Paula Shears

(It is assumed the non-attendance of the previous vice chair indicated her desire to step down from the position)

Plans For The Coming Year

The PTA already made a £500 donation to the school in support of a theatre trip.

The following events are already scheduled:

20th October – Halloween Disco

11th November – Family Firework Extravaganza

2nd December – Christmas Fayre

2nd December - Non Uniform Day (in exchange for tombola bottles)

9th December – Christmas Wrap (provisional)

We have agreed that following our Halloween Disco, we will hold 3 further discos this school year – Valentines (Feb), Spring (May) and End Of Year (Jul). As mentioned before, whilst taking our feet off the fundraising pedal, we need to be mindful of being able to provide the best value for money for our families in all we do, whilst not taking a financial loss.

Any Other Business

Arbor

We discussed the ongoing use of Arbor as a payment method for our events and the possibility of asking our parents and carers to pay for our events via BACS. The reasons for this are as follows:

- Arbor charge a %age fee on all money we take, meaning our fundraising money is being taken up where it does not need to be.
- We have a reliance on an already under pressure School Business Manager to enter all our events onto Arbor – by running them via online booking and BACS, that pressure is removed.
- This reliance means we are unable to closely monitor take up of events – an absolute must for some of the things we run where we are restricted on numbers. Being able to instantly see where we are with umbers will also help in identifying where we need to promote events.
- If we are in control of our booking and payment data, all data is instantly available to treasurer, meaning queries over non receipt of payments etc can be dealt with directly.
- Arbor will only allow us to have one event on at a time. This is impractical at times, for example October, when we are running a disco and the firework event. In practical terms it makes much more sense to run booking and payment of both by ourselves.
- We have already demonstrated that we have a system that works incredibly well from when we arranged last years fireworks event completely independent of Arbor.
- Confusion for parents and carers will be removed. There are often instances where a parent tops up the school dinner account instead of the PTA account.

We agreed as a committee that following the Halloween Disco we will trial all our events without Arbor. From a GDPR perspective data would continue to be stored in the secure PTA cloud and all online booking forms would carry the caveat that permission is given to store data

Car Boot Sales

We have run two car boot sales and feel that this needs to be a regular occurrence if it to lead to bigger successes.

That said, they would be held on a Saturday morning and the committee as it is cannot commit to giving up 4 or more Saturdays in a year without further offers of help. It was agreed to shelve car boot planning until the new year, in the hope we can identify more volunteers

Lack Of Volunteers

As mentioned, this has been an ongoing issue, but current offers of help are at the lowest the committee can remember.

Last years Prom, Y3/4 disco, Leavers Fun Day and Leavers Hoodies were organised by just 2 people, in addition to their own jobs and family commitments.

The message needs to be understood by parents and carers that the current situation is simply not sustainable.

The message is clear and simple: if we do not get more help, we cannot run events, including discos, BBQs, Fayres, Wraps.

People must get involved – literally one hour a year is all that is needed if many people pitch in.

The meeting ended at 8.00pm