Morley Primary School PTA - AGM - Thursday 10th November 2022
Held at Morley Retreat Conference Room - 7.30pm - Minutes

Attendees: Kate Evans, Ian Evans, Chris Smith, Natalie Stevenson, Michelle Knifton, Jo Wybrow, Tim Dysterre-Clarke, Tony Taylor, Rosie Key
Apologies: Claire Allison, Becky Foster

- Welcome from the chair - Slow start to the year due to Covid but got up and running again. Morley Show our biggest event. Mixture of events, some for morale over profit.
- Financial report
  Income £8417 / Spent £6597 / £1820 profit
  Current account balance: £3732
  Currently available cash: £1915

- Election of committee roles

Chair person	Ian Evans (IE) - Stood down - No current replacement
Treasurer	Chris Smith (CS) - re-elected
Secretary	Kate Evans (KE) - re-elected - gave one years notice of resignation
Marketing/PR	Rebecca Foster (RF) - absent - to be confirmed
Second hand uniform	Pete/Claire Allison (PA/CA) - re-elected
New parent liaison	Michelle Norris (MN) - absent - to be confirmed
Nominated officers	Tim Dysterre-Clark (TDC) Michelle Knifton (MK), Jo Wybrow (JW), Ian Evans (IE) Tony Taylor (TT)

Review of 21/22 events
Went through the events as listed below. Happy with outcome of all overall.
October 21 - Halloween - £74 income/£0 expenditure (supplies/time donated)/£74 Profit
Was held in school, ran by staff due to covid restrictions, supplies donated by school/others, went well
November 21 - Break the Rules day - £123.50 income/£0 expenditure/£123.50 Profit
Easy money maker but (TT) felt loses impact pretty quickly, whether the rules need to be tweaked? In no rush to replicate at the moment. Non-uniform days had lost their shine as there were quite a few in a row at one point so a break from this not bad idea.
December 21 - Xmas (In school) - £0 income/£59.99 expenditure (outfit)/£0 Profit
Went fine.
April 22 - Easter event - £0 Income/£0 expenditure (supplies/time donated) /£0 profit
Offered for free due to cost of living, had chocolate donations for dress down week before, did craft and games at Morley Retreat. Went well.
June 22 - Stall at Tough Runner - £138 income/£60.27 expenditure/£77.73 profit
Refreshments stall - fine.
September 22 - Morley Show - £6722.25 income/£2195.64 expenditure/£4526.61 profit
(including £1000 grant from Derbyshire County council still to be paid, not Erewash as in agenda)
£905 donation to church / £300 donation to scouts
Our biggest fund-raising event. Great success, really builds the community across school, church, scouts, local businesses but it needs more people to help. Discussed breaking down the roles and someone taking ownership of sections, e.g. stalls, all under one person, booking, contacting, setting out, etc. (TCD) offered to help (RK) can assist with the grant again. Will be more prepared for this request next time. Timing of show discussed. Discussed entry time to be changed to avoid bottleneck at the end but that will always happen, add an extra person on for the last 30 mins perhaps. Whether we catch the lunchtime customers or teatime. Stallholders mentioned 2-7 means unlikely to get new customers turn up after 5, (MK) on bar did say the bar sales dropped off in the last hour. Timing still to be determined. Discussion on dog show. One attended recently by some of committee raised £1000 for a charity. Kath Hardman local dog expert has offered services to judge. Needs looking into. Also needs

checking if there are other opportunities to expand funding options - other businesses and reapplying to Trent Barton. Hopeful we'd get same/similar amounts from the same ones again.
Date discussed. (TT) asked why it can't be the following weekend, reason was because of produce being ready. (IE/KE) found already unavailable on the first weekend (Sat 9th) so would have to be the Saturday 16th. Local ploughing match is on the Sunday 17th and they also do produce section so will trial it this time being 2 weeks after school starts. To confirm, proposed date Saturday 16th September.

Other -
Pre-loved Uniform donations (2-Sep21 to 1-Sep22) - £147 - hugely grateful to the Allison's for their work on this, massively appreciated.
Easyfundraising (2-Sep21 to 1-Sep22) - £218.96 - easy extra money made. Needs pushing.
Overall total income: £7057.75
Overall total expenditure £2315.90
Overall profit £5167.80

Funding requests 21/22
Trips -
Hathersage £420
Mount Cook £540
Winter Wonderland £315
The Snowman £201.50
Holcaust/History Trip £270
Twycross (whole school) £810
Derby Museum (Feb 22) £280
Discretionary Bursary Fund - £340
Other -
Instruments £914.50
House gems £162.57
National trust membership £85.35
Overall total funding request amount: £4338.92

(TT) School are grateful for PTA funding and the difference it makes, to be able to offer this amount of trips and them be more affordable.
(TT) to check on National Trust membership and if there's anything offered outside of school as part of this. Currently just offers free for school to attend so already worthwhile.

Upcoming costs 22/23 briefly listed, as below.
Chatsworth - Sep/Oct 22 - C2 - £135 (already paid)
Becky F/Jo W did Bonfire cake decorating in school - awaiting receipts
Warning Zone - Dec 22 - C3 - £250 - cheque given
Christmas party - Dec 22 - £220 - cheque given
Sudbury - C1 - £300
Castleton residential - C2 - £20 per 27 children - £540 - October 23 (already paid)
Hathersage residential - C3 - £500

Young Voices choir - £10 a child - approx 22 children/£220 - voted on/agreed by committee at meeting.

Other items to discuss
Charity commission - Accounts were overdue. Updated (IE) - (IE) and (CS) on charity commission. (TT) happy to be added to assist with being on document/contact
Banking - (IE) and (CS) to meet to get up to date with the processes and dates. (TT) again happy to be added as a signatory to assist with making it easier to get cheques signed.

Parentkind - new cost now £100 if direct debit - £105 if not

Needs confirming when and if paid by DD - Add to calendar of essential dates (IE/CS)

DBS checks - (RK) safeguarding at school - proposal of having some of the key committee who typically attend events to have voluntary DBS, agreed for (JW/BF/IE/KE) needs to be sorted in next 2 weeks.

Bench to be purchased with £250 grant. (TT) interested in colourful double-sided bench, cost approx £344 (to be confirmed) so approx £94 to be added by PTA - Committee agreed to this. Final cost to be confirmed.

Usbourne books lady offered deals to school on Usbourne books and also a sponsored read for free books - (TT) interested in this, will check with staff. (Also mention on Scholastic coming back for book fair as good fundraiser for school)

Miss Smith possible request for replacing/updating art supplies. - (TT) to check if anything needed from staff. (TT) also requesting some more instruments so there's enough for a whole class. (TT) to obtain a quote for what's needed.

Need to do a drive on new recruits. (IE) opportunity for questionnaire. (TT) indicated how well school questionnaire had worked at C2/C3 parents evening this week. Agreed for C1 parents evening on 28th/29th November. Also at the C2/C3 Class assembly at the church on 5th/7th. Discussed an incentive but (RK) works in this field and it doesn't work. If there's 20% response, thats good. Questionnaire needs to be made. Kept simple, Some tick boxes and a box to write notes. (IE) to lead (RK) to help with possible QR code.

Future events -
Christmas - PTA paying for entertainment at party at Morley Hayes
(TT) did say would be nice to still have a 'visitor' and gifts - Books an option - needs looking into - Wrapping can be done by some parents also. (KE/RK)

Disco discussed - would be nice to have them back - kids in Yr 2 never been to a school disco. Needs a location. Broomfield does work, more likely to get a Friday night there than somewhere like Morley Hayes. Not sure on who will take ownership of event yet. Needs couple of volunteers for cake stand, 1 or 2 on tuck shop, Miss M ran the door. (KE) to check if have RA from previous event.

End of meeting. No date set for next meeting.