

Wednesday September 30th 2020 – Parents Association meeting via Zoom

Host: Susie Boiteux-Buchanan - Chair

Attendees

School Staff: Mrs Olivia Bates, Mrs Debbie Mitchelmore. Miss Laura Jesson, Mrs Aly O’Neill,
Committee: Susie Boiteux-Buchanan, Andy Knox, Lindsey Neil, Bryanne Swain, Lucy Brown, Natalie Barford, Francesca Gagliardi, Becky McGlone

Additional Parents: Kayleigh McAllister

Zoom – Meeting video recorded for minute taking playback

Apologies

Petra Cook, Mrs Kate Columb, Tessa Knox, Vicky Miller, Lori Lewis, Alexa Robson, Gemma Joslyn-Walker (standing down from committee), Laura Tunstall (standing down from committee),

Treasurer Report – changes highlighted in grey / please see end of document

Gardening fund – annual £60 for Mrs Columb who runs the gardening club – details of the spend are on the newsletter – committee voted YES for this for next yr 2020/21

Sponsorship Event – Although this was sent out to parents it went out at the very end of the term and we didn’t receive any donations. We have parked this and may attempt to run it another time but presently the school sponsored walk is due to take place and then the school council will be looking to run another event for their chosen charity NSPCC event coming up.

AGM – Wednesday 14th October 7.30pm via Zoom (for login please e-mail to request) – Whole committee step down and new persons are elected, roles of chair person, secretary and treasurer are available to all parents to step forward for, the official process is via nomination from a fellow parent, please e-mail totternhoepa@gmail.com for further info. Documents are available on the school website with further detail on each role. There are also posts as general committee members who vote on spending of raised funds and assist in planning/running events, or you can just volunteer as and when you are available. We hold zoom meetings in the current climate every term half. All parents/carers of Pre School and School children are automatically on the parent’s association and we ask that everyone helps to keep it going as this is a vital way of raising additional funds for resources which benefit the children throughout their journey at Totternhoe CE Academy.

Future Planning

Christmas Cards – SBB to collect Christmas card designs 8th October to send off as need to be in by 11th October to the printers – progressing well

Autumn Harvest Party afternoon – Thursday 22nd October (last day of this term) to replace Pumpkin Disco - £3 suggested donation per child with 1/3 going to a local foodbank which covers our harvest donation (school is going to check with church if dry food stuffs are still requested in current climate). Donations will go via ParentPay and the children come to school dressed in autumnal colours, we did look at Halloween outfits but we have gone with colours so parents can use what's in their wardrobes rather than have to spend out on a costume which most are possibly not doing with this years current Covid situation. Mrs Bates has said the teachers will have an afternoon of fun with the children, doing activities and having some music – so not quite the disco we are used to but the best alternative we can come up with we hope! Its harvest festival service in the morning so this fits in nicely. Children will also be invited to carve pumpkins which they can bring in on the morning of the event and they will be displayed in the school grounds (for new parents this is an annual tradition that we usually have alongside the pumpkin disco).

Christmas Fair – ideas of how we can run this event in the current climate / we could quarantine items / pre packed sweets / school will want to mark the end of the year – could have an afternoon Christmas fair in the school with parents pre paying and the children enjoying activities. The Christmas Fair is such a big part of the school calendar we would like to mark it. Could we have anything outside, quarantined books, hot chocolate Rudolph's. Any ideas please e-mail and we can discuss at next meeting.

Raffle – online raffle - SBB to ask Zoe if she can help get some prizes.

Future Fund-Raising Ideas

Advertise that parents can just make a donation to the PA via PayPal – totternhoepa@gmail.com or directly to the bank account?

One Lottery – application submitted – first draw date required (needs to be a Saturday) and lottery licence (Andy is looking at the type of licence we hold, and expiration date) / will look to run a smaller group test before rolling out to wider community.

Co-Op Missed this round but start working on next year's application – SBB to contact Jo Tapping who offered to help to work with Miss Jesson / look at other supermarkets – volunteers required to look into this.

Sponsored Event – Didn't get any donations – might need to relaunch or rethink

Balloon Race – suggested by Becky

Quiz – suggested by Bryanne – online Children's quiz, Natalie has a parent in mind, she will ask them / would need someone to organise

Selling 2nd hand items via Facebook and getting parents to donate funds raised to PA

Funding Requests

None for this meeting – but we should expect some from Pre School regarding multi-cultural picture books and toys (babies) to help add to the current resources. Asked if we could get parents donations but Mrs Bates said they need to come from an educational supplier to be compliant.

Discussion about end of term gifts for teachers, instead have an amazon wish list with items wanted for the school so people can buy a voucher and it can go towards a resource. Mrs Bates going to take to the staff and come back at next meeting.

AOB

- Weeds wonder wood – Thank you to Petra for all her hard work
- Sensory Garden next to trees behind trim trail – Yr 6 will be running a project later in the year
- Fence down behind Wonder wood – asked if school want PA to assist with cost of new panel – Mrs Bates said it is ongoing and a story for another time
- Bark for the Wonder wood – ask parents if have any contacts / tree surgeons have spare chippings that they need to off load, Bryanne sending contact details to Natalie of the one her school have
- School will be heading paperless in all forms this year
- School use Twitter
- Parents Association have a Facebook Group – open to all parents and a general page open to all
- PA Storage – SBB has the contents of the PA cupboard and has decluttered them, SBB to go into the school and sort the tower / might be worth going through the sheds / Booze from pamper evening stock in Lucy's loft – check dates and get this stock up into the cupboard / stock check required

Next Meeting Date

Next Zoom meeting AGM – Wednesday 14th October 7:30pm

ACTIONS

AGM – PDF for meeting / roles added to the website / letter to parents (e-mail) / poster for front door

Poster for Autumn event (Susie) – communication to parents / ParentPay set up (Natalie)

Totternhoe CE Academy Parents' Association

Total activity for financial year 2019/2020

Treasurer report 23rd September 2020



Funds raised from events

5-Oct-19	Football Festival	£556.88
9-Oct-19	Film Night Oct	£303.62
29-Oct-19	Pumpkin Disco	£231.16
1-Nov-19	Xmas Cards	£233.04
23-Nov-19	Xmas Fair	£2,168.37
2-Dec-19	Xmas Gift Stall	£304.95
10-Dec-19	Nativity	£121.70
13-Dec-19	Santa Collection	£244.60
13-Feb-20	Film Night Feb	£266.80
18-Mar-20	Mothers Day Gift Stall	£167.79
20-Mar-20	Pamper Evening	-£21.00
15-May-20	Doorstep Photos	£414.05
	Donations - Amazon, Easy Fundraising & Other	£202.21
	Total	£5,194.17

Notes

Cancelled - COVID19

School Contributions made

12-Nov-19	TT Rockstars App	£131.95
12-Nov-19	Poetry Workshop for Years R-4	£360.00
12-Nov-19	Charanga Music & 20 Glockenspiels	£600.00
15-Jan-20	Visualisers	£119.70
15-Jan-20	EYFS Recourses (Building set etc.)	£148.03
15-Jan-20	Arena Theatre Tour (Selfish Giant)	£310.00
15-Jan-20	Cosy Sheds for Preschool	£1,431.49
15-Jan-20	RWI Books	£185.50
15-Jan-20	My Book Blog	£120.00
20-Jan-20	Badges for badge machine	£10.00
27-Feb-20	Badges for badge machine	£10.00
17-Mar-20	Paint for sheds	£54.00
22-Apr-20	5 x Tables, 22 x Chairs & 2 x Shoe Boxes	£1,655.00
22-Apr-20	2 x Touchscreens	£3,700.00
22-Apr-20	3 x Laptops	£752.36
22-Apr-20	9 Post Protectors for Cherry/Holly Playground	£400.00
22-Apr-20	Cornerstone Curriculum Planner	£1,900.00
22-Apr-20	Desk for Cherry classroom	£100.00
5-Jun-20	Nettle treatment	£25.19
5-Jun-20	Gardening club	£26.56
10-Jul-20	Rug for Preschool	£180.90
	Total	£12,220.68

Other expenditure

21-Jan-20	Annual gambling licence - paid	-£20.00
7-Jun-20	Parentkind annual insurance - paid	-£110.00
20-Jun-20	Button Frame	-£21.20
	Total	-£151.20

Closing Balances

	Closing Bank Balance	£5,249.05
	Stock in hand	£247.14

Drinks, Food & Badges

Analysis

Event	Income	Expenditure	Profit	Margin
Football Festival	£744.10	£187.22	£556.88	75%
Film Night Oct	£407.11	£103.49	£303.62	75%
Pumpkin Disco	£478.91	£247.75	£231.16	48%
Xmas Cards	£976.74	£743.70	£233.04	24%
Xmas Fair	£2,457.30	£288.93	£2,168.37	88%
Xmas Gift Stall	£557.39	£252.44	£304.95	55%
Nativity	£125.70	£4.00	£121.70	97%
Santa Collection	£244.60	£0.00	£244.60	100%
Film Night Feb	£347.06	£80.26	£266.80	77%
Mothers Day Gift Stall	£315.29	£147.50	£167.79	53%
Pamper Evening	£0.00	£21.00	-£21.00	
Doorstep Photos	£414.05		£414.05	100%
			£4,991.96	

Event	Cash	Cheque	Online
Film Night Oct	34%	1%	65%
Pumpkin Disco	38%	2%	60%
Xmas Cards	71%	29%	
Xmas Gift Stall	6%		94%
Film Night Feb			100%
Mothers Day Gift Stall			100%
Doorstep Photos			100%