

**NORTH EALING SCHOOL PTA
AGM 2017/18**

MINUTES

**Thursday 21st September, 7pm
North Ealing School, Classroom IL**

1. Opening Comments from Chair and Vice Chair – SALLY FLOWERS & JEMMA SALEM

- Warm welcome from Jemma and Sally to the school and the PTA.
- Sally Flowers noted that the PTA makes an incredible difference to the school.
- She outlined how the PTA and school work very well together, but that there is more work to be done.
- The school is aware of the pressure on the PTA especially for the big events. The big events in particular are time consuming but involve having very much fun which makes them so rewarding.
- Succession planning is really important to the school. Requirement to keep it all going.
- Thanked the Committee for their support and remarked that the PTA should be really proud of itself.

2. Voting in 2017/18 Committee Executives:

- Sally Flowers - Chair
- Jemma Salem – Vice Chair
- Reena Raval – Continuing Treasurer
- Becky Phillips – Continuing Secretary
- Sue Kendall – Continuing Social Secretary
- Jo Gravestock – Continuing Parent Governor Rep

Constitutionally we agreed to vote in all the above executive members of the Committee.

3. Introductions from other committee members and new attendees – ALL

23 attendees in total. Great to see some new faces from the lower school. Mrs Flowers noted that more children are joining the school in later years and that future recruitment drives should also include years further up the school.

Saranya (Comms Support/Raffle management)

Nick (Event Operations)

Catherine (Lower School Rep Co-Ord)

Katie (Gardening Club)

Amanda Oliver (Years 2 & 5)

Davina Green (teacher rep)

Jackie Blazewicz (teacher rep)

Karuna (Communications)

Marianne (Sponsorship)

Lucy W – Upper School Rep Co-Ord

Natasha M (Events)

Natasha B (Events)

Daisy (reception)

Tessa (reception and nursery)
Emily (reception)
Julie (reception)
Emma – Class Rep 1L – (Skills - decorating, craft, gingerbread, origami)
Piera (Years 1 and 4)

4. **Treasurer's Annual Summary for 16/17 – REENA RAVAL**

- £34k made in 15/16 which was record breaking.
- **£54k in 16/17.** Key differentiators to explain the year on year increase:
- 2 discos vs 1 disco
- Co-Op charitable donation
- Ealing Half Marathon – over £14k raised on the marathon alone (possibly repeat for 18/19 as it is too much to ask as an annual commitment from parents and teachers)
- Match funding (£5-7k)
- £5k grant from Santander Bank obtained by Sarah Gordon.
- This level of revenue generation is not sustainable without a recruitment drive to create new events, bring new ideas.
- For context the average PTA is £5k p/a.
- We spent £64k last year – included emergency spends including The Mound £30k.
- We also funded the MLE (£12k set up, £3-5k maintenance), School Trips, Year Books etc.
- The financial burden on the PTA is changing. We will need to assist the school with more basic items as discussed between the school and the PTA buying committee.
- Bank account has £28k, this is the lowest it has been in 5 years.
- In summary Reena noted that this was an astonishing last year, with fully justified spend.
- Accounts have been submitted to HMRC and the Charities Committee.
- 15/16 accounts filed in June.
- **Easy Fundraising needs to become commonplace for ALL parents and staff.**
- We need to work smarter not harder and look wisely at what we do.

5. **Social Secretary's Update – SUE KENDALL** **Including Upcoming Event Dates for 2017/18:**

AUTUMN TERM:

- Meet & Mingle Evening – Friday 6th October – Catherine putting posters up
- Phil the Bag – Weds 27th September (we will be increasing frequency to every half term)
- School Disco – Friday 13th October
- Christmas Market Shopping Event – Friday 17th November - Jane Stonebridge's cards was a suggestion from Mrs Flowers.
- Christmas Fair Event – Sat 2nd December

SPRING & SUMMER TERMS

- Quiz Night
- PTA Meeting Spring Term
- Easter Egg Hunt
- Summer Fete
- PTA Meeting Summer Term

7. Recruitment Drive for Vacancies on the Committee (see Job Descriptions):

- Events Manager(s) – Christmas Fair, Summer Fete etc. Lucy Bousfield and Maha Rind, but more support welcome.
- Lower School Class Rep Co-Ordinator - Catherine
- Upper School Class Rep Co-Ordinator – Lucy W
- Replacement Event Management for Natasha – Disco team, Easter Egg Hunts, Phil the Bag – still outstanding
- Communications Assistants to work with Karuna alongside Saranya – still outstanding
- Sponsorship/Community Fundraising Support to work with Marianne – Zina Snider (1MW). Other support welcome.
- Easy Fundraising Marketing Rep – still outstanding

8. Gardening Club

- Katie Mulholland was given a special thank you for continuing to run the Gardening Club and keeping the school grounds looking beautiful.
- We need more bulbs however!
- Sally to ask the children in assembly to buy a bag of bulbs to donate.
- We need to put out a bucket to become a Bulb Bank.

ENDS