



The Baston School PTA AGM

Wednesday 21st September 2022 from 16.45 at Baston Primary School

MINUTES

1. Attendees: Clare Burke, Emma Bush, Lucy Hartley, Stephanie Musson, Christina Tam.
2. Apologies: Katherine Ashwell, Jenny Godderidge, Vanessa Smith
3. Welcome and introduction of PTA members

4. Chair Report – Appended

Treasurer Report – Appended

AGM Summary Report – Appended, but also included with weekly School bulletin

5. Committee roles/members assigned – This will be by open voting with a show of hands as agreed by the current committee and minuted for the purpose of this virtual meeting

Roles are:

Chair: Emma Bush

Vice Chair: Stephanie Musson

Treasurer: Lucy Hartley

Secretary: Christina Tam

Committee Member: Katherine Ashwell, Clare Burke, Jenny Godderidge, Vanessa Smith.

Gift Stalls – Stephanie Musson

Tuck Shop - Clare Burke

Cake Raffle – Carly Manna to be approached

Refreshments - TBD

Movie Nights - TBD

Discos – TBD

PreLoved Uniform – Vanessa Smith

6. Matters Arising – In light of the change in Leadership within school, no large funding projects were discussed, however for smaller items requested from teachers was discussed and approved. These were:

- i. Sound system for the school hall
- ii. Mobile cooker
- iii. Sports week
- iv. Leavers books
- v. PE equipment
- vi. Glockenspiels

- vii. Christmas Party
- viii. Chirstingles
- ix. Literary Spine books

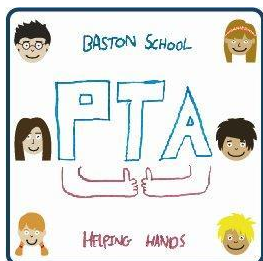
7. Future events

- a. **Informal Drinks Event.** It was noted at the meeting that future planning for the PTA is needed as three existing members now only have children in year 5. As such an informal drinks evening, planned by CB and SM will be held at the Black Horse on Wednesday 5th October from 7pm. A note on Facebook PTA page, email shot from School Office and paper fliers handed to each child have been posted w/c/26 Sept.
- b. **Easter Windows Event:** This event would be over the Easter School holidays, as the previous scarecrow hunt across October half term was very popular.
- c. **Christmas Move Night/Disco** – 2nd Dec – EB to confirm if Mr Hardstaff requires lights as well with Sound System so enabling Disco to be cost free regarding DJ
- d. **Christmas Gift Stall** – 9th Dec
- e. **Mothers Day Gift Stall** – 17th Mar
- f. **Father's Day Gift Stall** – 16th June
- g. **Summer Fayre** - 7th July

8. Any other business –

- a. Agreement that future fundraising events would try to also publicise where funds raised from that event would contribute to or fund
- b. Rag Bags now replaced Bags to school:
- c. Baston Events to continue to fund PTA with £500 for catering support on Saturday 5th and Sunday 6th Nov from the PTA.

9. Date, time and Location of the next meeting – TBD.



Baston School PTA – Chair Report – AGM - September 21ST 1645hrs

Thank you for joining us at this PTA AGM for 2022/23 as we welcome new and old members to the PTA team, along with new teachers, deputy head teacher and head teacher. The PTA objectives are once again to develop effective relationships between the staff, parents and others associated with the school Engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils. Last year saw the PTA achieve this with some fun along the way thanks to all those that helped organise and fundraise at events, thank you!

I would also like to thank PTA members and friends that have moved on this summer for all their help over the years.

Thank you to Lucy for running with the treasurer role last year providing the accounts and keeping us all up to date and ensuring the PTA events platform is kept up to date, also for taking all that change from the successful events we have held to the bank! Thanks to Christina for taking on the role of secretary and keeping us up to date with the minutes.

2021/22 has allowed us to start fundraising again in full earnest after a reduced programme of events during covid restrictions. We have been able to fund lots of various items for the children and have fun fundraising along the way.

We have run around the track in Santa hats, hunted for scarecrows around the village, danced the night away at a disco, treated our loved ones to a gift from Elfridges, the Mother's Day and Father's Day pop up stalls, competed against each other in filling penny jars up, with some interesting class team tactics! And we all had a lovely warm afternoon bouncing, getting wet, selling ice lollies, toppling teachers, and throwing poos to name just a few stalls during the summer fair.

Once again, we thank Mr Hardstaff an awesome family quiz which could be played over the Christmas holidays with your family and friends.

Thank you to Becky Amos and teachers/tas for organising the handmade Christmas cards with fabulous designs. You will find them in your pigeonholes again ready to get your festive in September!

Bags to school has had a make over and we are now using Rag Bag collections who have installed a collection bin which can be filled at any opportunity with your pre loved non uniform items rather than just having two collections a year. Thank you to Lucy Hartley for sorting this out. Vanessa Wade has worked hard promoting Preloved uniform, thank you. This is going well with donations of items and parents buying using the online shop.

Tuck shops have come back in full force, much to the children's delight on a Friday first break. Thank you, Clare Burke, for running with this and popping the corn on a Thursday evening. Thank you also to all those that volunteer to run the stall and send items in.

Our thanks also go to Katherine Ashwell and her place of work in helping us at events and applying for match funding.

With all your continued support in organising fundraising events, the contributions of help and funds from the school teachers/Tas and the office staff, all the parents and children we have been able to buy new books, leavers books, held a Viking workshop, had a fun Christmas party. The children had a fun packed sports week where the PTA helped fund the climbing wall. And on those hot days a ice lolly treat dropped off to cool the children and staff down.

For me personally it was a great afternoon, helping the children celebrate the service and dedication of Queen Elizabeth II during the Platinum Jubilee Street party, having previously helped celebrate the Queen's diamond jubilee at Baston back in 2012. Thank you to Baston Fireworks committee for the kind donation towards the new school benches which the PTA also helped fund. What a busy and fun filled year we have had, and an exciting year ahead with new faces to help us with ideas and fundraising for 2022/23.

Thank you

Emma Bush

PTA Chair

End of Year Treasurer's Report

BASTON C OF E PRIMARY SCHOOL

Registered charity no. 1104711

PARENT AND TEACHERS ASSOCIATION

INCOME AND EXPENDITURE REPORTS

YEAR ENDING 31ST AUGUST 2022

Signed.....

Chair – Emma Bush

Signed.....

Treasurer – Lucy Hartley

Signed.....

Independent Examiner

Treasurer's Report

It has been wonderful to be able to carry out more fundraising activities this year after a couple of challenging years. During the financial year to 31/08/22 the total profit generated from fundraising activities was £6699.30. An additional £1000 was received in match funding from BGL Group, and £500 from the Baston Fireworks Committee.

The most successful event this year was the sponsored Santa run which generated a profit of £1071.26, including gift aid. The scarecrow trail was also a huge success, raising a profit of over £538. Other successful events included the penny challenge raising just over £454, the Christmas cards raising just over £418, and the summer fair which raised over £890! The children were delighted to see the return of the gift stalls, tuck shop, and disco this year. We only managed to hold one disco, however this raised an incredible £528 in profit. Tuck shop was only restarted again in March 2022, but this brought in over £350, that's a lot of 20ps!

Second hand uniform sales have also continued to be successful this year, generating just over £148. The Amazon smile program, easy fundraising, and Label planet fundraising continue to bring in funds without any effort, generating over £146 between them this year. The new Rag Bag clothing recycling bank has proved popular and has already enabled us to raise almost £200.

This year funds have been spent on new books for all classrooms (£744), sports week activities (£1000), educational workshops (£400), and new school benches (£370), along with the annual tradition of leavers books and treats for year 6 (approximately £348), and the school Christmas party (£372). In addition, we provided all children with sunflower growing packs to raise awareness of the Ukraine crisis (£51), and we organised and funded a fabulous party to celebrate the Queen's Platinum Jubilee in June. We were also able to match-fund a project within school where each class was tasked with raising money for playground equipment (£892).

The closing balance of the account is £8108.38.

Reconciliation of Net Increase in Funds for Year 2021/2022

Opening Balance		£
Cash in Current Account		5120.14
Cash in Hand		17.65
		<hr/>
		5137.79
Income for the Year	12,196.08	
Expenditure for the year	9,225.49	
Net increase in funds		2970.59
Closing Funds		<hr/>
		8108.38
Closing Balance		
Cash in Current Account		8,093.16
Cash in Hand		15.22
		<hr/>
		8108.38

Baston C of E Primary School P.T.A. Income and Expenditure Report Year Ending 31st August 2022

Fundraising	Income	Expenditure	Net Profit /(Loss)
Santa run	£1,143.53	£72.27	£1,071.26

Summer Fayre	£1,564.50	£673.56	£890.94
Gift Stalls	£2,469.39	£1,626.22	£843.17
Scarecrow Trail	£543.01	£4.49	£538.52
Disco	£1,219.74	£691.73	£528.01
Penny Wars	£458.40	£4.00	£454.40
Xmas Cards	£1,251.99	£833.06	£418.93
Big PTA Raffle	£378.00		£378.00
Historic gift aid	£373.36		£373.36
Tuck Shop	£352.49		£352.49
Rag Bag Clothes Recycling	£252.00	£53.03	£198.97
Easter Raffle	£192.00	£26.99	£165.01
2nd hand uniform	£148.08		£148.08
Quiz Night	£103.10		£103.10
Label Planet	£65.14		£65.14
Amazon Smile	£63.48		£63.48
Refreshments	£53.70	£11.43	£42.27
Cake Raffle	£33.50		£33.50
Easy Fundraising	£17.67		£17.67
Miscellaneous donations (See Appendix 1, Note 1)	£1513.00		£1513.00
Christingle		£34.30	-£34.30
Sunflowers		£51.49	-£51.49
Christmas Party		£372.20	-£372.20
Jubilee Party		£671.42	-£671.42
Sports Week		£1,000.00	-£1,000.00
Miscellaneous expenses (See Appendix 1, Note 2)		£3099.30	-£3099.30

Appendix 1.0

Note 1

Donations received include:

BGL Group (Match Funding): £1000.00

Baston Fireworks Committee: £500

E Bush donation: £13

Note 2

Misc Expenses include:

- Payment towards new school benches: £370.00
- New books for all classes: £744.42
- Match funding for “Make Your Money Grow” challenge: £891.93
- Year 6 Leaver’s books: £296.67
- School Viking workshop: £400.00
- Year 6 Farewell ice-cream and lolly treats: £51.54
- Ice lollies treats: £58.10
- Lever Arch file and file dividers: £1.75
- Annual raffle licence : £20
- Felt-tipped pens for all classes: £148.89
- Sunflowers for Ukraine: £51.49
- Parentkind Membership: £116

Baston C of E Primary School P.T.A. School Gift Stall Stock Take Report

Year Ending 31st August 2022

	£	£
Total Closing Stock		697.86
Opening Stock	697.86	
Purchases	1626.22	
		2324.08
Closing Stock	339.71	
Stock Sold	2469.39	
Net Profit 2021/2022	485.02	

Gift Stall Stock List as at 31 August 2022

item	purchase price inc. VAT	items left	Leftover stock value
H&M Socks Various	£1.56	5	£7.80
Best in Show Magnet List	£1.98	3	£5.94
Ikea Herb pots	£2.30	2	£4.60
Lynx Shower Sets	£2.50	9	£22.50
Dove Shower Gel Set	£3.15	5	£15.75
Nivea Shower Set	£3.00	2	£6.00
Sainsburys Mum Mug	£1.00	1	£1.00
White Ceramic Heart T-light Holder	£1.99	2	£3.98
shopping list	£1.20	4	£4.80
mini grey and white vase	£2.10	4	£8.40
grey heart tea light holder	£1.74	8	£13.92
ceramic farmyard planters	£1.98	10	£19.80
Best Mum Compact Mirror	£2.70	2	£5.40
Sainsburys - Floral Cosmetic Purse	£2.50	1	£2.50
Flamingo Mirror	£2.34	1	£2.34
Bluetit Memo Pad	£2.34	5	£11.70
White Metal Scalloped Edge Round Photo Frame	£2.35	5	£11.75
grey wooden candle holder	£2.22	8	£17.76
star oil burner + wax melts	£1.83	5	£9.15
heart embossed mug cream	£2.04	6	£12.24

Sainsburys - 4 Candle Box Set	£3.00	4	£12.00
Homebargains - Mummy Mug and Sock Set	£2.99	2	£5.98
Cream Photo Frame 4*6cm	£1.74	2	£3.48
Scarves	£3.10	1	£3.10
Small Wooden Heart Plate	£2.94	1	£2.94
Foot pamper set	£3.00	1	£3.00
Dove Gift Set Ladies	£3.00	2	£6.00
Impulse Gift Set	£3.00	2	£6.00
Along Came Betty	£3.00	2	£6.00
Aldi Desk Set and Notebook	£2.48	2	£4.96
Sanctuary Spa Butter Me Up	£3.00	5	£15.00
Socks and Lotion Bundle	£3.00	1	£3.00
Mum mug and coaster	£2.80	3	£8.40
Roses	£2.33	5	£11.67
Bright Floral Makeup Bag	£3.47	4	£13.88
Sainsburys Boxed Candle	£3.33	3	£9.99
wooden heart double photo frame	£3.88	5	£19.40
grey white star jug	£3.54	1	£3.54
grey vase with star	£2.34	6	£14.04
Ikea Red Star Candle Holder and Large Candle	£2.43	1	£2.43
Nivea Cracker	£3.00	2	£6.00
Cosy Christmas Tea Lights - Green Glass	£2.52	8	£20.16
Homebargains - Winter Berries Hand Duo	£2.99	2	£5.98
TOTAL			£339.71

AGM Report Summary (AGM was held on 21st Sept 2022)

It has been wonderful to be able to carry out more fundraising activities this year after a couple of challenging years, and as we welcome new teachers, deputy head teacher and head teacher.

The PTA objectives are once again to develop effective relationships between the staff, parents and others associated with the school whilst engaging in activities or providing facilities or equipment which support the school and advance the education of our pupils.

During the financial year to 31/08/22 the total profit generated from fundraising activities was £6699.30. An additional £1000 was received in match funding from BGL Group, and £500 from the Baston Fireworks Committee for catering support from the PTA.

The PTA are only able to achieve this through the hard work, time and generosity of parents and teachers alike. Many thanks to everyone that helped organise and fundraise at events. Several PTA members and friends moved on this Summer, and the PTA also wishes to thank them all for their help over the years.

In the school year 2021-2022, the PTA raised funds through a series of events in the school and community. Particular highlights included the Santa Fun Run (raising £1071.26, including gift aid) and the Scarecrow Hunt around the village (raising £538). The children were delighted to enjoy the return of the school disco (raising £528), as well as being able to choose gifts for their loved ones from Elfridges at Christmas, Mother's Day and Father's Day pop up stalls. The annual Christmas card designing (raising £418) was another favourite, along with a new activity this year of an inter-class Penny Challenge (raising £454) by the filling up of penny jars with some interesting class team tactics! We all had a lovely warm afternoon bouncing, getting wet, selling ice lollies, toppling teachers, and throwing poos to name just a few stalls during the summer fair (raising just over £890).

Continued fundraising activities across the year such as the weekly tuck shop, sale of preloved uniform, Rag Bag collections, Amazon smile program, easy fundraising, and Label planet fundraising continue to be well supported.

Following school requests, this year funds have been spent on new books for all classrooms (£744), sports week activities (£1000), educational Viking workshops (£400), new school benches (£370), along with the annual tradition of leavers books and treats for year 6 (approximately £348), and the school Christmas party (£372). All children were also given sunflower growing packs to raise awareness of the Ukraine crisis. A fabulous party to celebrate the Queen's Platinum Jubilee in June was also organised and funded by the PTA. We were also able to match-fund a project within school where each class was tasked with raising money for playground equipment (£892).

What a busy and fun filled year we have had. With an exciting year ahead we look forward to more fundraising activities that benefit the children so much. If you would like to help the PTA with new ideas and fundraising for 2022/23, please enquire at the School Office.