



- Easyfundraising £548
- Amazon £253
- Christmas jumper sales £35
- Donation £27

The PTA's donations to the school totalled:

- Reception playground redevelopment £35,000

The balances of the PTA accounts as of 28<sup>th</sup> September 2021 are:

- Current account £12,419.48
- Family Lotto Account £6,960.83
- Event Account £1,199.21
- **Total Balances £20,579.52**

The accounts have been finalised and submitted to the charity commission.

- 4) The regulations surrounding the annual account submission for charities has changed. Now an independent examination of charity accounts is only necessary if the PTA raise more than £25K within a year.
- 5) AOB – nothing raised.



## Brookman's Park School Parent Teacher Association

### PTA Committee Minutes: 28th September 2021

#### Attendees (22 in total)

Aileen Davies, Natalie Noorian, Jen Emerson, Lorraine Cook, Emily Panayiotou, Kerry Langton, Martin Venn, Jules Orford, Will Bouma, Kate Bilello, Amanda Maloney, Jo Crown, Helen Wadham, Emma Ennis, Linda Tomkins, Lyndsey Ray, Katie Goodheart, Victoria Lenza, Laura Bouma, Louise Scott, Jude Paine, Tara Avila

#### Apologies

Ellen Bisnath

#### 1) Chair Update

A huge thank you to everyone who has helped the PTA throughout this crazy and difficult year. One of the things the PTA really wanted to focus on last year was obviously raising funds for the school but also a big emphasis on bringing fun to the children in these different and difficult times. I'm really proud of how so many people came together to make this happen throughout the year. One of the lovely things to see this year, was so many "new faces" to the PTA offering their support at the events that we were able to run. We look forward to seeing you and other new faces at the forthcoming events over the next year.

Another success this year was raising funds through advertising local businesses, through our Facebook page and PTA newsletter. This worked very well in terms of fund raising but equally it is fantastic if we can help our extended community and promote local businesses. Going forward we would like to look at building on this, potentially have PTA event advertising.

Another new idea this year was keeping in contact with parents through a monthly newsletter. This worked well in times of lockdown, but now that we are back at school, we will reschedule this worthy comms to quarterly. Additionally, we will advertise the monthly winning numbers for Family Lotto on a new eye-catching flyer courtesy of Adam Bourn.

Unfortunately, both of the EY/KS1 coffee school mornings the school had arranged were cancelled due to Covid restrictions. We had planned having a presence there to help introduce the PTA to new parents/carers. We will need to reconsider if there are other ways to achieve this.

We would like run another Bags2School collection this academic year. Bags2School have changed their rates so we may need to think about using another company eg: HappyBags. **Lorraine C to investigate.**

With less events over the last couple of years, some PTA licenses need to be repurchased. It's a good opportunity to reassess the PTA requirements, particularly for music and alcohol licenses as we will need these for Quiz night and Village Day. **Martin V to investigate.**

We would like to get a full assessment of all PTA equipment and have a full inventory made. This will prove particularly helpful in preparation for Village Day. **Linda T to investigate.**

## 2) Headteacher Update

Considering the year that we've had, the PTA has been brilliant and you have tried so hard and achieved so much more than expected. The money raised by the PTA for the school is very important and hugely beneficial to the school and ultimately our children but also seeing so many events throughout the year where the children could be children and have fun is so important. All year there were enjoyable events for the children, it was lovely seeing the children having normality back. The final event of the year, the summer fete, was such a great day, there was an amazing atmosphere for the children, parents helping and staff. You could see how much effort had gone into the day, there were so many parents helping throughout the day. It was a great way to end the term, thank you to all of the PTA and parents/carers.

The school is focussing on improving the outside play areas for the school, last summer the PTA generously donated funds so the reception playground could be redeveloped. The school had planned for the KS2 trim trail to be redeveloped during October 2021 half term but due to the national material shortages this is now not possible until Easter time. But it will go ahead as soon as is logistically possible. This will be funded by the school.

The next stage for the school is to look at the KS1 trim trail, pirate ship and gazebos. At this date the school hasn't requested any PTA funds until it finalises the next playground development scope & budget. But the KS1 trim trail alone is expected to be in excess of £30K and therefore the school are hoping for the PTA to raise as much as possible to fund this.

## 3) Treasurer's Report

Covered in AGM minutes (please see AGM minutes for a more detail)

## 4) Family Lotto Report

Over the last academic year, the prize's structure has changed from 4 to 2 prizes so that the prizes can be higher (60/40% split) and hopefully encourage new participants. All payments have now been updated so parents have the choice to receive their payment as a direct online payment or if preferred they can still receive a cheque. Since this change all parents have requested online payments.

There are currently 69 out of 200 balls in use. There has not been any new uptake since the last push in March 2020. From this term a new eye-catching flyer, courtesy of Adam Bourn, will be distributed each month via ParentMail. This, with a push on the PTA Facebook page will hopefully result in an increased uptake.

## 5) Event Calendar

As with the previous year, we will continue to plan PTA events adding in any Covid adjustments necessary. All of our event planning is made in conjunction with the school, so we adhere to whatever regulations/safety procedures are necessary and ultimately any event would be cancelled on the advice of the school.

After two cancelled years we are very hopeful that we can once again hold our Village Day in the summer!!! Planning will begin in earnest in January so please help in anyway you can this year, as Village Day takes an army of volunteers to make it happen.

Current events calendar for this year are as follows:

### **2021**

30 <sup>th</sup> September	Christmas cards
22 <sup>nd</sup> October	Halloween sweet trick or treat ( <i>still to be confirmed</i> )
23 <sup>rd</sup> October	Pumpkin Patch Day
19 <sup>th</sup> November	PJ/Onesie Day
TBC	Crazy hair/non uniform day
TBC	Winter wonderland
TBC	Christmas jumpers

### **2022**

TBC	Quiz night ( <i>please note this may be moved from January to a later date</i> )
TBC	Easter activities

TBC  
18<sup>th</sup> June

Summer disco  
Village day

*The Halloween disco will not go ahead due to Covid restrictions, if possible, another disco later in the year will be arranged.*

This term it will not possible to have a one-payment for all activities as Covid restrictions are too unstable. Online payments will still be the mode for payments, if reasonable.

6) Amazon Wishlist

We would like to set up this facility to allow parents to donate particular items we need to run events.  
**Natalie N to investigate.**

7) AOB

Nothing raised.

As it is difficult to plan dates ahead at the moment the next PTA January meeting will be published nearer the time. At this time, it will be assessed, as it is for each meeting, regarding having a face-to-face meeting.