

Springfield Primary School PTA – Trustees Annual Report – Year Ended 31st August 2022

We are back! This year saw a welcome return to more of the normal PTA activities, following the lifting of nearly all Covid-19 restrictions, to the delight of all our treasured volunteers, Springfield staff, parents and most importantly, the children.

The return of the Christmas fair saw an impressive uptake. With the Christmas activities being the first run of events after restrictions being relaxed, we were acutely aware of the continuing pressures experienced within our community. As a result, the PTA made the decision to keep the fair in school time so all children could benefit from the event, asking for a suggested donation from parents, rather than a ticket price. This was well received and will be a formula that will continue.

Other Christmas events such as the Chocolate tombola and Santa's Grotto also returned to the events calendar.

The annual quiz night, school discos across all the key stages and Mothers & Father's Day markets were also possible again which enhanced our fundraising potential.

The summer fair returned in the form of 'Springfest' with multiple outdoor stations for the children to enjoy in school time, in the same format as the Christmas fair.

Overall, the running of the events in a considered way had good feedback. However, it is worth noting that we recognise the PTA is for all stakeholders within the school community and we are looking to increase the number of activities where parents can get involved and interact with the school.

We would like to extend our thanks to the Springfield staff for working with the PTA in the return of all our timetabled activities, in a way that benefited the children but also supported the school's preferred way of working with their ongoing Covid protocols in place.

Fundraising

The increased activity this year resulted in an impressive £18,252 profit, which is an 86% increase from the prior year. Profit by event is shown below with comparatives for prior years.

Profit by event	2022	2021	2020 £	2019 £	2018 £
Christmas Events	7983	3,859	7,819	7,244	5,762
Summer Fair & Raffle	4914	4,379	0	7,100	6,025
Summer Ball	0	0	0	3,726	0
School Discos	1860	0	133	1,867	1,663
Quiz night	1344	0	-21	1,571	1,595
Matched funding and general donations	200	0	798	1,472	3,180
Mother's Day & Father's Day markets	966	0	312	813	0
Autumn Cups	443	354	0	0	0
Cash Prize Draw	0	0	320	507	0
Bags2School	182	93	272	408	541
Freeze pop Friday	0	0	335	219	231
Card Sale	360	0	0	0	0
Easy Fundraising	0	0	19	52	112
Mrs Chards 100 Miles in May	0	1,110	0	0	0
Donations	0	1,110	0	0	0
Unpresented cheques	0	0	0	0	80
	18,252	9,795	9,987	24,979	19,189

Income and Expenditure Statement

The income and expenditure statement is detailed below;

Funds b/fwd at 01/08/21	10,045.17		
Event	Income	Costs	Gross Surplus £
Autumn Cups	510	-67	443
Xmas Fair	3,124	-204	2,920
Xmas cards	1,662	-1,294	368
Grotto	1,982	-809	1,173
Xmas Markets	2,099	-1,163	936
Choc Tombola	679	0	679
Xmas Raffle	1,993	-86	1,907
M/F Day Markets	1,887	-921	966
Discos	2,865	-1,005	1,860
Quiz	2,468	-1,124	1,344
Summer Fair	3,731	-550	3,182
Summer Raffle	1,822	-89	1,733
Asda	200	0	200
Bags2School	182	0	182
Card Sale	360	0	360
Total Income	25,565	-7,312	18,252
Expenditure			
Llandudno (2 classes)			360
Y4 Chester Trip			900
Book bags			791
Diaries			1,408
Ice Creams/ice pops			815
RWI contribution (50%)			1,600
Licences / general expenses			128
Class Budgets			1,436
Total expenditure			7,438
Funds carried forward			20,859

Income 2022

Total funds raised in the year were £25,565. After costs, this resulted in a Gross surplus of £18,252.

In addition to the events mentioned above, other income was generated through the Bags2School initiative, a donation from Asda's community green token giving initiative and a card sale of Paperchase cards and gifts donated to the PTA.

The Christmas income increase was driven by the increase in the number of events over the period.

The summer events had the same format as prior year, so income was consistent with prior year. The return of an in-person in-school weekend event is under discussion with the school for next academic year.

All other events returned income levels similar to prior years.



Expenditure 2022

With the school's concentrated effort on a return to pre-covid curriculum activity, any PTA funded capital/infrastructure projects, such as the dining room, were put on hold. The PTA prioritised the support of the extra Year 3 and Year 4 trips to make sure the children caught up with those educational trips that they missed during lockdown.

We made a 50% contribution to the re-stock of the Key stage 1 Read Write Inc reading books, which was pledged at the end of last year.

We also treated the children to Ice cream on the last day of term to celebrate being back in school!

Key expenditure is detailed below:

School trips - £1,260 (Chester / Llandudno)

RWI Contribution - £1,600

Last Day Ice Creams - £815

In addition to the above, we continue to fund the following expenditure, which are on-going commitments to the school:

- £100 Class Funds - total spend £1,436
- Homework diaries for all junior pupils - £1,408
- School bags for all new Reception pupils - £791

The closing cash position on 31st August 2022 was £20,859.

There were no adjustments for unrepresented or uncleared items.

Looking forward

Following discussions with the school senior management team, it was agreed in that any surplus funds going forward will help fund a new forest school area in the field and a new canopy for an outdoor play area.

We have asked the staff to present a wish list of projects that we will look to support next year.

Key Committee Members & Meetings:

PTA meetings are generally held once per school half term, plus the AGM.

Key committee members for the period reported upon:

- Chair - Mrs Rachael Woodman
- Deputy Chair - Mrs Jan Blackman
- Treasurer - Mrs Lyndsay Sheridan

Trustees during the Year ended 31st August 2022

- Rachael Woodman (Chair)
- Paula Garbett JP
- Andrew Moth
- Jan Blackman (Deputy Chair)
- Lyndsay Sheridan (Treasurer)

Trustees outgoing in the year ended 31st August 2022

None

Declaration of Conflicts of Interest – None



Chair comments

21/22 as you can see from Lyndsay's amazing minutes was back in the game PTA funds wise. We have been able to take some learnings from Covid and kept some events in school time and will continue with this model. The amount raised across the year against a backdrop of a cost-of-living crisis is a reflection of not just the PTAs hard work but the fact that the school inspires such support from its community of families.

Id like to note the incredible asset with have gained in Kate McCarthy, amazing Raffle work and awesome creative input. Thanks Kate.

Lyndsay – treasurer extraordinaire dragging us in the 21st century with online banking, Clara keeping us fully minuted, Mia doing all the magic dust marketing and Janmore later! The whole PTA team is a brilliant unit with so many contributors.

Thank you from me to all the teachers and Springfield back-office staff for supporting our endeavours, in particular Mrs Garbett, Mr Moth & Mrs Gardner – we are so grateful. Academic year 22/23 has already been incredible and we look forward to the AGM celebrating those achievements in the Autumn.

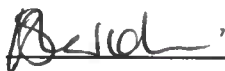
It only right to note in these minutes that 22/23 is the last year of awesome Jan – she wont be here for the AGM in October so Id like to take this opportunity to formally minute her incredible contribution to the PTA for the last 5 years. Jan is a personification of small but mighty and her energy and hard work I think will only truly be understood once we exist without her. Thank you Jan for being amazing!

Jan has spent 22/23 so far handing over to Kate McCarthy and we will formalise that transfer in next academic's year AGM. Jan is of course irreplaceable but I know shes so glad to leave her work in Kate's hands.

Rachael Woodman - Chair

Funds b/fwd at 01/08/21		10,045.17	
Event	Income	Costs	Gross Surplus £
Autumn Cups	510	-67	443
Xmas Fair	3,124	-204	2,920
Xmas cards	1,662	-1,294	368
Grotto	1,982	-809	1,173
Xmas Markets	2,099	-1,163	936
Choc Tombola	679	0	679
Xmas Raffle	1,993	-86	1,907
M/F Day Markets	1,887	-921	966
Discos	2,865	-1,005	1,860
Quiz	2,468	-1,124	1,344
Summer Fair	3,731	-550	3,182
Summer Raffle	1,822	-89	1,733
Asda	200	0	200
Bags2School	182	0	182
Card Sale	360	0	360
Total Income	25,565	-7,312	18,252
Expenditure			
Llandudno (2 classes)			360
Y4 Chester Trip			900
Book bags			791
Diaries			1,408
Ice Creams/ice pops			815
RWI contriution (50%)			1,600
licences / general expenses			128
Class Budgets			1,436
Total expenditure			7,438
Funds carried forward			20,859

Treasurer signature



Name:

L SHERIDAN

Date:

19/6/23

Countersignature



Name:

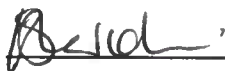
JIZHEN WANG

Date:

19 Jun 2023

Funds b/fwd at 01/08/21		10,045.17	
Event	Income	Costs	Gross Surplus £
Autumn Cups	510	-67	443
Xmas Fair	3,124	-204	2,920
Xmas cards	1,662	-1,294	368
Grotto	1,982	-809	1,173
Xmas Markets	2,099	-1,163	936
Choc Tombola	679	0	679
Xmas Raffle	1,993	-86	1,907
M/F Day Markets	1,887	-921	966
Discos	2,865	-1,005	1,860
Quiz	2,468	-1,124	1,344
Summer Fair	3,731	-550	3,182
Summer Raffle	1,822	-89	1,733
Asda	200	0	200
Bags2School	182	0	182
Card Sale	360	0	360
Total Income	25,565	-7,312	18,252
Expenditure			
Llandudno (2 classes)			360
Y4 Chester Trip			900
Book bags			791
Diaries			1,408
Ice Creams/ice pops			815
RWI contriution (50%)			1,600
licences / general expenses			128
Class Budgets			1,436
Total expenditure			7,438
Funds carried forward			20,859

Treasurer signature



Name:

L SHERIDAN

Date:

19/6/23

Countersignature



Name:

JIZHEN WANG

Date:

19 Jun 2023