

Wanstead Church School Parent Teacher Association (PTA)
Annual General Meeting (AGM)- 2021/22

Registered Charity No. 1064208

5th October 2022, 6pm, Wanstead Church School

Attendees:

Apologies:

AGM AGENDA:

- 1. Chair's Report for 2021/22**
 - a. Fundraising
 - b. Charity Commission
 - c. Reflections
 - d. New Fundraising Projects
 - e. Recruitment & Election of Officers and Trustees of the Committee

- 2. Treasurers Report & Audited Accounts for the year ending 31 August 2022**
 - a. Income

 - b. Expenditure

- 3. Headteachers Update**

- 4. AOB**

Wanstead Church School PTA Summer Chair Report 2020/21

On behalf of the PTA, I would like to personally thank everyone involved in fundraising for Wanstead Church School (WCS) over the 2021/22 school year. A huge commitment was demonstrated by committee members in particular, delivering more events and activities in one year than I have seen since being at the school. A few very generous individuals outside of the committee also coordinated various initiatives (Mothers Day, Tea towels, Silent Auction, auditing our accounts etc) for which we are extremely grateful. We also appreciate everyone who showed up and participated wholeheartedly in the activities and events we organised, and the teachers and office staff who offered their time and support. Thank you!

Fundraising

A total of £19,769 profit was raised throughout the year. As expected, the Christmas and Summer Fairs were the biggest fundraisers, and we continue to strategize on how to make these events more profitable. Interestingly, the Summer Fair did not raise as much as the Christmas Fair. The Christmas Fair includes the very lucrative silent auction (£2000+), whereas the Summer Fair this year did not. We also did not make as much profit at the bar during the Summer Fair, but can repurpose the excess stock at future events.

The “All the 2’s” and “Silver Coin Challenge” were new additions to our PTA calendar. They proved hugely successful and required minimal effort, bringing a combined profit of £2894. Mothers Day and Fathers Day Breakfast £1,978, and we received feedback that these events were especially appreciated. The Easter Raffle was a success for the second year running, but only after increasing marketing efforts (accosting parents in the playground)! Selling ice lollies, pre-loved uniform, and hosting non-school uniform days are not quite as lucrative as the big events and challenges, but still make a significant difference collectively and are arguably worth the effort.

The parent social’s are again a new addition to PTA activities and were very well received, and raised £1584. However, the appetite for these events seemed to decline and its worth investigating why that might be (eg needs more variety?). We trialed setting up a drinks stall and serving strawberries and cream at Sports Day and made a loss. This may be because it was soft drinks only.

Please see Treasurer Report for more information about fundraising activities.

Charity Commission Report

Our Annual Return was submitted on time on 25th June 2022.

Reflections

We set ourselves the goal of having more of a PTA presence in school, and rebuilding a sense of community following the consequences of COVID lockdowns. Whilst we have not gathered any data to demonstrate progress in this area, we have received lots of verbal positive feedback from parents and most of our events were well attended. In particular, there was a wonderful atmosphere at the Fathers Days breakfast and it received praise, the parent social’s encouraged new friendships across year groups, and whilst sports day and jubilee activities did not raise funds, it was another opportunity for the PTA to have a presence. There were times when we did so many activities it may have been a little overwhelming for parents and we have learnt to make sure activities are spread evenly across the year.

We kindly received sponsorship for our Fathers Day breakfast from a WCS parent’s business, and another parent successfully organized match fund sponsorship from their employer. We should encourage these kinds of contributions more energetically going forward and are very grateful to the parents who took the time to make this possible. We have been unsuccessful in applying for grants

again this year, and this should be a priority going forward. Ideally we need a volunteer with some expertise in applying for grants to take this on, since existing committee members are too busy planning the events.

New Fundraising Projects

We have one more payment to make for the ICT Suite lease due November 2022, and our three year commitment will be complete. We will be identifying a new project to fundraise for and welcome feedback from parents and teachers when making this decision. We will be reviewing a "Wish list" from the school, suggesting projects we could support. We anticipate some activities may require active fundraising, whereas some may be sponsored by local businesses or even executed by parents with the skillset needed.

Recruitment & Election of Officers and Trustees of the Committee

We have the following vacancies on the committee and urgently need to fill these positions:

- Chair
- Vice Chair
- Secretary.

We also need volunteers to lead Self Portrait Tea towels and the Silent Auction.

Without a new Chair, the PTA's status as a registered charity will be threatened, and without new volunteers to help with event planning, the calendar of events and activities will need to be scaled back considerably.

Amy Moore

Chair

Wanstead Church School Treasurer's report for the financial year August 2021/22

During financial year 2020/21, the impact of COVID and lockdowns hindered our fundraising efforts and our expenditure was greater than our income. We were tasked with beginning to build up a reserve again, and to avoid spending more than we raise..

Our contribution to Year 6 Leavers activities significantly increased compared with previous years. This is because it includes our donation to the Year 6 from the previous year, which did not leave our account until FY 2021/22 (£445).

We also purchased new HiVis for the school, which will be sponsored by a local business. We have not yet received these funds, but expect to.

The breakdown is as follows:

Event	Profit
Tea Towels	£ 1081
Parent events	£ 1584
Xmas Fair	£ 6,005
School Discos	£ 641
Non School Uniform	£ 561
Pre Loved Uniform	£ 123
Easter Raffle	£ 1,025
Mothers day /Fathers Day	£ 1,978
Lollies	£ 233
2's Challenge	£ 1,891
Sports Day	£ 169
Coin Challenge	£ 1,003
Summer Fair	£ 3,475

£ 19,769

Donations to School	Cost
ICT Lease	-£ 11,541
Y6 events	-£ 1,414
PTA membership	-£ 116

-£ 13,071

Julie Moore

Treasurer

Wanstead Church School PTA Financial report - Y/E 31/8/2022

		£	
Balance b/fwd		16,005	
Income for the year			
Pre loved uniform	123.00	NWB Current a/c at 31/8/21	16,005
Easter events	1,025.00	NWB Savings a/c at 31/8/21	633
Christmas events	8,244.00	Credits still to collect / pay in as at 31/8/2021	
Ice lollies	233.00		
School disco x 2	1,685.00		16,638
Mothers/Fathers Day	1,978.00		
Parents events	2,152.00		
Tea towels	1,680.00		
Summer Fayre	4,684.00		
Non school uniform	561.00		
Jubilee Party			
Coin Challenge	1,111.00		
2's Challenge	1,891.00		
Sports day	169.00		
Miscellaneous	47.00		
Income received but unallocated to any specific event	220.00		
Parent Donation	273.00		
	26,076.00	42,081.00	
Less event expenses			
Local school donations x 3	320.00		
Christmas events	2,239.00		
Summer Fair	1,208.00		
Parent events	567.00		
School disco x 2	1,950.00		
Coin challenge	1,108.00		
Tea towels	599.00		
	7,991.00	34,090.00	
Less general expenses			
Lottery licence fee			
PTA mship fee	116.00		
Misc - AGM refreshements, gifts etc			
	116.00	33,974.00	
Less donations to school			
TV licence			
School Computers	11,541.00		
Y6 yearbook & party	1,414.00		
	12,955.00	21,019.00	
Balance c/fwd	21,019.00	NWB Current a/c at 31/8/22	21,019
		NWB Savings a/c at 31/8/22	633
			21652

I have reviewed the accounts of Wanstead Church School PTA for the year ended 31 August 2022 and found them to be in good order.

Donna Denman