

Minutes of the PSFA AGM Meeting

22nd November 2022

Present: Lynne Murphy, Lee Slater, Jeanie Hardy, Andrew Taylor, Katie Parkinson, Jessica Porter

Apologies: Karen Larson, Daniel , Caroline Parsonage

Opening of the AGM: Lee Slater opened the meeting welcoming all and providing apologies for those who couldn't attend. Following this the previous meeting minutes were approved and by all and confirmed by Andrew and seconded by Lynn.

Andrew discussed his report reflecting on the successes for the previous years events note below and discussed how he would like to continue to build on the relationships within the Pictor community to help support and grow the PSFA.

Successful Events during 2022: Discussed during the meeting were the various events that we ran which we found were all a success in their own right.

- School Discos- Always a great hit with the children and parents, a great way to bring everyone together and something all the school can get involved with. Currently they run well and consensus is to continue with these once per term.
- Christmas Market- The largest event in the calendar year but with a change up to a more market feel this year it was such a great success again a must both with the committee and the school community. All agreed what a successful event it is and how staff had received feedback from parents on what a great event they are.
- Balloon Races- Now a regular event and a popular one with the children it's one we would like to continue to do.
- Summer BBQ- Another great get together for the school community and a chance for all the family to get involved and will continue in the future.
- Field Days- This was something for children and families to be able to benefit from the school facilities on the field and allow that social interaction for families and the wider Pictor community.
- Recycling- The large recycle box which has been situated near the main entrance has been filled and collected a number of times now and has been a great way for school to passively raise funds and for the community to clear out unwanted clothes. It was also agreed that this should continue.

Benefits of fundraising this year:

This year the children have been able to directly benefit from requests school have made to the PSFA for the following-

- Sandpits

- Sensory Boards for EYFS
- Circus Sensible
- Bike Repairs
- Contribution to year 6 Bendrigg Residential

Funds were also able to cover costs for some of the outgoings for our fundraising events such as food for summer bbq, xmas presents for santa's grotto, licenses etc just to name a few.

PSFA were also lucky enough to receive donations from individuals who organised their own sponsored events some of those included sponsored Runs and events

PSFA were also privileged to receive donations from Trafford Housing Trust, Tesco Ground Force Scheme, Asda Green Token Scheme, Venom IT and others.

Thanks to funds raised and donations the outdoor toilets on the field are now planned for installation in February 2023!

Treasurer's Report:

Lee Slater completed a detailed breakdown of the treasurer's report and various figures were discussed including outgoings and spending to date.

AGM Constitution & Vote-

Together Lee Slater explained to all members the structure of the constitution and what was expected of all elected members and the following was agreed and within the meeting.

Chair- Lynn Murphy, seconded by Lee & Andrew

Vice Chair- Jeanie, seconded by Andrew & Kate

Treasurer- Lee Slater, seconded by Andrew & Jeanie

Secretary- Katie Parkinson, seconded by Andrew & Lynn

President- Andrew Taylor, seconded by Lee & Lynn

The committee were then given the opportunity for any further questions of which there were none and the meeting was closed by Lee Slater who thanked everyone for attendance and the whole committee for their help and commitment throughout the year,

PSFA Accounts 2021 -22
Expenditure

	A	B	C	D	E	F	G	H	I	J
	Date	Rec No	Cheque No	Details	Float	Petrol	Trips	Equip & Repair	Fund Raising Events costs	Christmas Fayre
1										
2	13/10/2021	1	000364	e4e bikes				74.97		
3	01/11/2021	2	000365	Lottery Licence					20.00	
4	04/11/2020	3	000366	Auditor Expenses						
5	17/11/2021	4	000367	AGM					63.89	
6	03/12/2021	5	000368	Pigs in Blankets						79.39
7	05/12/2021	6	000369	Vegetarian Food						24.54
8	05/12/2021	7	000370	Christmas Fayre						245.52
9	15/12/2021	8	000371	Reindeer			516.00			
10	10/11/2021			DD Card Charges Petrol		1.20				
11	08/12/2021			DD Card Charges Petrol		1.20				
12	14/12/2021	9	000372	Raffle Tickets					40.00	
13	16/12/2021	10	000373	FC Outfit and Gifts for Fair					93.97	
14	15/12/2021			DD Petrol Costs		20.47				
15	04/01/2022			DD Insurance						
16	05/01/2022			DD Card Charges Petrol		1.20				
17	26/01/2022			DD Petrol Costs		71.65				
18	09/02/2022			DD Card Charges Petrol		1.20				
19	11/03/2022	11	000374	Drinks Licence					21.00	
20	11/03/2022	12	000375	Balloon Race					36.00	
21	11/03/2022	13	000376	Disco Exp					16.77	
22	11/03/2022	14	000377	Raffle Tickets					14.90	
23	11/03/2022	15	000378	Disco Exp					143.79	
24	09/03/2022			DD Card Charges Petrol		1.20				
25	04/04/2022	16	000379	Bike Helmets					95.92	
26	04/04/2022	17	000380	Play Kitchen					20.00	
27	04/04/2022	18	000381	Petrol Costs		97.96				
28	06/04/2022			DD Petrol Costs		72.67				

PSFA Accounts 2021 -22
Expenditure

	K	L	M
1	PSFA Insurance	Auditor Expenses	Total
2			74.97
3			20.00
4		18.00	18.00
5			63.89
6			79.39
7			24.54
8			245.52
9			516.00
10			1.20
11			1.20
12			40.00
13			93.97
14			20.47
15	116.00		116.00
16			1.20
17			71.65
18			1.20
19			21.00
20			36.00
21			16.77
22			14.90
23			143.79
24			1.20
25			95.92
26			20.00
27			97.96
28			72.67

PSFA Accounts 2021 -22
Expenditure

	A	B	C	D	E	F	G	H	I	J
29	13/04/2022		DD Petrol Costs			73.55				
30	13/05/2022	18a	cash Jubilee night exp						180.65	
31	04/05/2022		DD Card Charges Petrol			1.20				
32	18/05/2022		DD Petrol Costs			102.46				
33	10/06/2022	19	000382 Costco Membership						26.40	
34	23/06/2022	20	000383 Sensory path					57.57		
35	05/07/2022	21	000384 Petrol Costs			129.94				
36	05/07/2022	22	000385 Drinks Licence						21.00	
37	12/07/2022	23	000386 Sand Pit					2070.00		
38	12/07/2022	24	000387 Clonker boards					1350.00		
39	12/07/2022	25	000388 Circus Sensible				1695.00			
40	12/07/2022	26	000389 Bikes					593.90		
41	12/07/2022	27	000390 Bendrigg					2060.00		
42	08/06/2022		DD Petrol Costs			58.89				
43	06/07/2022		DD Card Charges Petrol			1.20				
44	15/07/2022	28	000391 Forest School Day cancelled Cheque							
45	15/07/2022	29	000392 Asda BBQ						168.48	
46	15/07/2022	30	000393 Bread BBQ						10.40	
47	15/07/2022	31	000394 BBQ Expenses & stock						462.58	
48	27/07/2022		DD Petrol Costs			100.84				
49	05/08/2022	32	000395 Forest School Day see 000391				39.80			
50	28/09/2022	33	000396 Drinks Licence						21.00	
51	28/09/2022	34	000397 Disco Exp						88.81	
52	28/09/2022	35	000398 Float for Disco		155.00					
53	28/09/2022	36	000399 Drinks Licence 9/11/22						21.00	
54	10/08/2022		DD Card Charges Petrol			1.20				
55	07/09/2022		DD Card Charges Petrol			1.20				
56										
57					155.00	739.23	2250.80	6322.36	1450.64	349.45

PSFA Accounts 2021 -22
Expenditure

	K	L	M
29			73.55
30			180.65
31			1.20
32			102.46
33			26.40
34			57.57
35			129.94
36			21.00
37			2070.00
38			1350.00
39			1695.00
40			593.90
41			2060.00
42			58.89
43			1.20
44			0.00
45			168.48
46			10.40
47			462.58
48			100.84
49			39.80
50			21.00
51			88.81
52			155.00
53			21.00
54			1.20
55			1.20
56			
57	116.00	18.00	11401.48

PSFA Accounts 2021-22
Income

	A	B	C	D	E	F	G	H	I
	Date	Details	cash payments paid out at event	Float	Christmas Fayre	Amazon Smile	EasiFundraising	50th Party income	Jubille Theme Night
1									
2	24/11/2022	50th party Donations sales various 500231						77.00	
3	22/11/2021	Donations various 500232			150.00				
4	10/10/2021	Cash donation 500232							
5	11/10/2021	Interest							
6	04/11/2021	Easy Fundraising Donation					28.64		
7	09/11/2021	Interest							
8	04/12/2021	Christmas Fayre 500233			1389.86				
9	02/12/2021	Raffle Christmas Fair TL			13.00				
10	06/12/2021	Raffle Christmas Fair JA			3.00				
11	07/12/2022	Raffle Christmas Fair ZD			3.00				
12	08/12/2021	Calendars AB			9.00				
13	08/12/2021	Calendars EFE			6.00				
14	08/12/2021	Calendars MI			3.00				
15	09/12/2021	Interest							
16	10/12/2021	Calendars XS			9.00				
17	13/12/2021	Amazon Smile				38.66			
18	15/12/2021	Tags Chrimes			10.00				
19	16/12/2021	Tags Kian			20.00				
20	20/12/2021	Reilly - Bottles			20.00				
21	22/12/2022	Calendars AH			6.00				
22	10/01/2022	Interest							
23	14/01/2022	School Photo Commission							
24	17/01/2022	Tags/Calendars 500234							
25	29/01/2022	Sale of boards Calendars 500235			31.00			35.00	
26	02/02/2022	Donation for Sand Pit Venom IT							
27	09/02/2022	Interest							
28	18/02/2022	Easy Fundraising Donation					91.49		

PSFA Accounts 2021-22
Income

	J	K	L	M	N	O	P
1	BBQ		Balloon Race	Donation	Interest	Sundry	Total
2				590.00			77.00
3				282.00			740.00
4					0.12		282.00
5							0.12
6					0.10		28.64
7							0.10
8							1389.86
9							13.00
10							3.00
11							3.00
12							9.00
13							6.00
14							3.00
15					0.11		0.11
16							9.00
17							38.66
18							10.00
19							20.00
20							20.00
21							6.00
22					0.13		0.13
23						236.20	236.20
24				343.56			343.56
25							66.00
26				3533.33			3533.33
27					0.13		0.13
28							91.49

PSFA Accounts 2021-22
Income

	A	B	C	D	E	F	G	H	I
29	23/02/2022	Amazon Smile				51.55			
30	28/02/2022	Groundwork UK							
31	05/03/2022	Balloon Race 500236							
32	12/03/2021	Ballon Race/Disco 500237							
33	12/03/2022	Newton Night School 500238							
34	09/03/2022	Interest							
35	08/04/2022	Co Op Donation							
36	11/04/2022	Donation from relative 500239							
37	11/04/2022	Interest							
38	21/05/2022	Donations various 500240							
39	21/05/2022	Jubilee theme night 500241							658.00
40	09/06/2022	Jubilee theme night room refund 500242							50.00
41	09/05/2022	Amazon Smile				35.38			
42	09/05/2022	Interest							
43	13/05/2022	Jubilee theme night Exp	180.65						
44	26/05/2022	ALPKIT Foundation							
45	01/07/2022	asda/paypal 500244							
46	07/06/2022	Easy Fundraising Donation					51.62		
47	09/06/2022	Interest							
48	06/07/2022	Trafford Grant							
49	11/07/2022	Interest							
50	16/07/2022	BBQ 500243							
51	18/07/2022	Trafford Housing Trust Grant							
52	09/08/2022	Interest							
53	11/08/2022	ALPKIT Foundation							
54	16/08/2022	Amazon Smile				36.06			
55	23/08/2022	Easy Fundraising Donation					17.38		
56	09/09/2022	Interest							
57	26/09/2022	Disco. 396.71		155.00					
58	26/09/2022	Bowling Club Donation 500246							
59			180.65	155.00	1672.86	161.65	189.13	112.00	708.00

PSFA Accounts 2021-22
Income

	J	K	L	M	N	O	P
29							51.55
30				1000.00			1000.00
31			86.00				86.00
32		351.60	155.00				506.60
33				200.00			200.00
34					0.15		0.15
35				343.26			343.26
36				10.10			10.10
37					0.18		0.18
38				3633.06			3633.06
39							658.00
40							50.00
41							35.38
42					0.16		0.16
43							180.65
44				320.00			320.00
45				465.56			465.56
46							51.62
47					0.19		0.19
48				5022.00			5022.00
49					0.23		0.23
50	962.50						962.50
51				10086.00			10086.00
52					0.26		0.26
53				150.00			150.00
54							36.06
55							17.38
56					0.28		0.28
57		241.71					396.71
58				605.00			605.00
59	962.50	593.31	241.00	26583.87	2.04	236.20	31798.21

PICTOR SCHOOL PARENTS, STAFF AND FRIENDS ASSOCIATION
Statement of income and expenditure year end 30 September 2022

Opening Balance

Lloyds School Account	13732.42
Cash in Hand	0.00
Add deposits not cleared	0.00
Less Cheques not presented	-500.00
Total	13232.42

Income Summary

Cash Payments	180.65
Float	155.00
Christmas Fair	1672.86
Amazon Smile	161.65
Easy Fundraising	189.13
50th Party	112.00
Jubilee	708.00
BBQ	962.50
Disco	593.31
Balloon Race	241.00
Donations	26583.87
Interest	2.04
School Photo Commission	236.20

Total Income	31798.21
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Expenditure Summary

Float	155.00
Petrol	739.23
Trips	2250.80
Equipment & Repairs	6322.36
Fund Raising event costs	1450.64
Christmas Fair	349.45
PTA Insurance	116.00
Auditor Expenses	18.00

Total Expenditure	11401.48
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Closing Balances

Lloyds School Account	33954.76
Cash in Hand	0.00
	33954.76
Less Cheques not presented	325.61
Closing Balance	33629.15

Opening balance	13232.42
Income	31798.21
	45030.63
Expenditure	11401.48
Closing Balance	33629.15

I declare this to be a true and accurate statement of Pictor School PSFA accounts

M. Soale Treasurer

I have audited the above figures and based on the records presented to me and found them to be correct

[Signature] Auditor Date: 18th Nov 2022