

ENGAYNE PRIMARY FRIENDS ASSOCIATION

England & Wales · Charity number 1107207

Details

Other names EPFA

Status Registered

Legal form Other

Registered 2004-12-10

Register [View on the Charity Commission register](#)

Contact

Address Engayne Primary School
Severn Drive
Upminster
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Phone 01708223492

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Website www.the-epfa.com

Activities

Objects: TO ADVANCE THE EDUCATION OF THE PUPILS IN THE SCHOOL OR TO ADVANCE THE EDUCATION OF THE PUPILS IN THE SCHOOL IN PARTICULAR BY 1. DEVELOPING EFFECTIVE RELATIONSHIPS BETWEEN STAFF PARENTS AND OTHERS ASSOCIATED WITH THE SCHOOL; 2. ENGAGING IN ACTIVITIES OR PROVIDING FACILITIES OR EQUIPMENT WHICH SUPPORT THE SCHOOL AND ADVANCE THE EDUCATION OF THE PUPILS.

Activities: Raising funds for the benefit of the children of Engayne School

Classification

- **How:** Makes Grants To Organisations
- **What:** Education/training
- **Who:** Children/young People

Geography

- **Area of benefit:** NOT DEFINED BUT IN PRACTICE HAVERING, GREATER LONDON
- Havering

Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£79,528	£36,484	-	-
2024-08-31	£68,871	£109,997	-	-
2023-08-31	£84,650	£43,699	-	-
2022-08-31	£64,053	£45,379	-	-
2021-08-31	£44,477	£18,499	-	-
2020-08-31	£39,173	£32,289	-	-

Trustees

Name	Role	Appointed
Susan Craddock	Chair	2024-09-25
Angela Bell		2023-09-27
Aoife Dillon-Brecht		2024-09-25

ENGAYNE PRIMARY FRIENDS ASSOCIATION

England & Wales - Charity number 1107207

Accounts

EPFA Treasurers Report 2024-2025

It has been another amazing year for the EPFA raising a total of £79,527.65. Profits after all expenditures is £43,043.46. The total raised is up from £30,883.24 for the years 2023/2024.

The majority of these funds were raised from the sale of Adventure Island Vouchers. Total sales for this year were £18,863. We made a profit of £9,863.80 and had sold all tickets early into the summer 2025 break.

Thanks go to MAA Eyecare and Station Pantry for selling these through their shops. Adventure Island are withdrawing their discounted offer for tickets going forward and so we will no longer be purchasing tickets from them to sell.

It was great to be able to hold a Christmas Fayre again last year and this raised an incredible £6,818.61 (slightly increased from the previous year). We had a new event this year, the Cheese and Wine evening, which raised an impressive £1,051.07. We are continuing to run this event this year too due to it's success and popularity.

The Mother's and Father's Day sales proved as popular as ever raising £1,095.41 and £1,779.89 respectively. We were also lucky enough with the weather for our Inflatables day which had been postponed for the past two years. This raised an impressive £1,683.20. This year also saw our return of Happy's Circus which was another incredibly successful event raising £4,982.19 in profit.

Donations made to the EPFA were £3,770.83. We have had some very generous anonymous donations via CAF (Charities Aid Foundation) which totalled £1,650, a donation from Accord Estate Agents for £250.00 due to sale of a property, a donation of £693 from MAA eyecare due to MAA customers from Engayne school, a donation of £118.37 from Parentkind Asda Cashpot, and a donation of £1000.00 from Shirley Tours.

We have already paid deposits and started spending for upcoming events including the new event for 2025/26 – Outdoor Cinema. We have also held the first event of 2025/26 – Golf Day which was a great success as per the previous Golf days held.

Available funds as of 31st August total £51,089.43.

Donations made to the school totalled £28,446.12. Some of the items paid for were:

- Swimming Pool running costs £7,183
- Key stage 1 hall backdrop curtains £5,413
- Chromebooks £12,486

Income and Expenditure Summary

Profit			
	In	Out	Profit
Adventure Island	£18,863.80	£9,000.00	£9,863.80
Bags to School	£252.65	£0.00	£252.65
Miscellaneous	£375.00	£1,061.98	-£686.98
Bicester 2024	£1,140.00	£742.82	£397.18
Christmas Cards	£778.46	£0.00	£778.46
Easter Egg Roll	£443.93	£0.00	£443.93
Father Day	£3,187.95	£1,408.06	£1,779.89
Movie Night October 2024	£1,104.00	£445.91	£658.09
Mothers Day	£3,644.70	£2,549.29	£1,095.41
Scarecrow trail	£1,078.00	£34.85	£1,043.15
Cheese and Wine evening	£2,145.00	£1,093.93	£1,051.07
Halloween Pumpkin and Sweet Box roll	£381.75	£0.00	£381.75
Christmas Fayre 2024	£12,151.97	£5,333.36	£6,818.61
Christmas selection box roll	£414.34	£0.00	£414.34
Golf Day Sep 24	£3,358.40	£1,500.00	£1,858.40
Christmas Discos	£2,301.30	£511.63	£1,789.67
Summer 10p roll	£352.58	£0.00	£352.58
Movie Night February 2025	£1,167.46	£208.96	£958.50
Easter Discos	£2,197.20	£865.83	£1,331.37
Leavers Disco	£619.00	£323.43	£295.57
Summer Disco	£1,808.35	£692.16	£1,116.19
Inflatables	£3,631.75	£1,948.55	£1,683.20
Penny Wars	£439.32	£95.08	£344.24
Sports Day	£812.38	£297.61	£514.77
Movie Dress up day	£341.08	£0.00	£341.08
Golf Day May 25	£3,147.00	£2,085.98	£1,061.02
Circus	£9,619.45	£4,637.26	£4,982.19
Outdoor Cinema	£0.00	£1,647.50	-£1,647.50
Totals	£75,756.82	£36,484.19	£39,272.63
Totals less Adventure Island tickets	£56,893.02	£27,484.19	£29,408.83
Totals less outdoor cinema and miscellaneous	£75,381.82	£33,774.71	£41,607.11
Donations made to the EPFA			
Donations made via website/CAF/Shirley Tours	£ 3,018.37	£ -	£ 3,018.37
MAA Eyecare	£ 693.00	£ -	£ 693.00
Easy Fundraising	£ 59.46	£ -	£ 59.46
	£ 3,770.83	£ -	£ 3,770.83

Donations made to Engayne by the EPFA			
Donations made to Engayne	£ -	£ 28,446.12	-£ 28,446.12
Total raised including donations	£ 79,527.65	£ 36,484.19	£ 43,043.46
Total raised including donations not including AI tickets	£ 60,663.85	£ 27,484.19	£ 33,179.66
Total raised including donations not including outdoor cinema or miscellaneous	£79,152.65	£33,774.71	£45,377.94

ENGAYNE PRIMARY FRIENDS ASSOCIATION

England & Wales - Charity number 1107207

Accounts



Engayne Primary Friends Association
Minutes of the AGM of the Steering Group Meeting
Held on Wednesday 25th September 2024
At Engayne Primary School

Present

Mrs Sara Sankey, Mrs Whyman, Mrs Katy Webb, Mrs Angela Gravestock, Mrs Susan Craddock, Mrs Anna-Kaarina Ahti, Mrs Nicola Willis, Mrs Aoife Dillon-Brecht, Victoria Brett-Bearman, Mrs Faye McNulty, Mrs Victoria Fletcher, Mrs Angela Bell, Ms Joanna Hodder.

Apologies for Absence

Mrs Leigh Allen, Amy Alwyn-Fergus, Mrs Kelly Rose, Ms Katie Game, Mrs Claire Hickey, Ms Annie Davies, Mrs Lauren Marston, Mrs Danielle Fisher, Miss Sam Fullman, Ms Becky Barrett.

General introductions from everyone. Mrs Sankey noted that the meeting would proceed in a different order to that of the proposed agenda.

1. **Minutes of the Previous AGM** - The Minutes of the 2023 AGM were agreed with no corrections.
2. **EPFA bank accounts** - Access to the bank accounts has been addressed. Current signatories are Faye McNulty, Susan Craddock and Hilary Watkins. Michelle Lawrence has been removed. Angela Bell will be added as a signatory as soon as possible.
3. **Election of Officers** - This is to ensure we meet our constitution and the necessary charity commission regulations. Prior to the meeting today Angela Bell has confirmed that she is happy to continue as Treasurer. Katy Webb has indicated that she intends to step down from her role as Secretary and there has been one new nomination for this role. This is from Mrs Aoife Dillon-Brecht. The role of Chair is also currently vacant. There has been one new nomination for this role, from Susan Craddock. Susan has proposed that she would be happy to do the role of Chair for one year and then will reconsider at the end of her year's tenure. There has also been a proposal from Mrs Sankey to formally appoint a Vice-Chair, and this new role has received one new nomination from Faye McNulty, who has also proposed that she would undertake the role, under the same terms as Susan Craddock.

Unanimously from the meeting attendees the following was voted for:

- Mrs Susan Craddock as Chair.
- Mrs Faye McNulty as Vice-Chair.
- Mrs Aoife Dillon-Brecht as Secretary.

Note that we received votes for all of the aforementioned positions from other members not in attendance: (i) Ms Katie Game; (ii) Mrs Kelly Rose; (iii) Ms Annie Davies; and (iv) Mrs Leigh Allen who all send apologies for not attending in person. Thank you very much for your votes.

Therefore, the following will constitute the EPFA Committee:

Position of Chair:	Susan Craddock
Position of Vice Chair:	Faye McNulty
Position of Treasurer:	Angela Bell
Position of Secretary:	Aoife Dillon-Brecht

4. **Presidents Address** - As the previous Chair, Emma Ward, has not attended, Mrs Sankey provided a general welcome address (as opposed to there being a Chair's address). Mrs Sankey thanked Emma Ward, in her absence, for all of her hard work and noted that she was invited to the end of year assembly and the children gave her a good send off. The school also bought her some Pandora jewellery to keep, by way of a thank you, for her hard work. Mrs Sankey also thanked Susan Craddock for stepping up into the role of Chair, Katy Webb for being secretary for the previous 2 years and Angela Bell for being treasurer. Angela Bell noted that the treasurer handover had been difficult and Mrs Sankey and Angela Bell agreed that Angela should think about how best to handover should someone else takeover in the future.



5. Treasurers Report - Angela Bell had prepared a formal Treasurers Report for September 2023 to August 2024 which she had shared with the formal EPFA committee members prior to the AGM. The formal report is as follows:

It has been another amazing year for the EPFA raising a total of £68,628.53. Profits after all expenditures is £30,883.24. The total raised is down from £38,943.90 for the years 2022/2023.

The majority of these funds were raised from the sale of Adventure Island Vouchers. Total sales so far this year are £19,806. We have so far made a profit of £6,606.41 and have approximately 300 tickets still to sell. Thanks go to MAA Eyecare and Café Gelato/ Station Pantry for selling these through their shops.

It was great to be able to hold a Christmas Fayre again last year and this raised an incredible £6,630.84. We had a new event this year, the Laser Show, which raised an impressive £1,272.93. We booked for 2024 and paid the deposit but have since decided that we need more time to either prepare and make the event run better, or take it out of our annual events calendar. The Mother's and Father's Day sales proved as popular as ever raising £1,445.18 and £1,293.83 respectively (although the profit for Father's day was reduced by £1,268.71 due to reimbursement to the school of gifts bought for 2023). Unfortunately, due to bad weather our Inflatable day had to be cancelled a further two times after being cancelled last year as well, but we hope to hold this again next summer.

Donations made to the EPFA were £1,907.43. We have had some very generous anonymous donations via CAF (Charities Aid Foundation) which totalled £450.00, a donation from Generali Charity Committee for £250.00 and a donation of £700.00 from Shirley Tours.

We have already paid deposits and started spending for upcoming events including the Christmas Fayre. We have also held the first event of 2024/25 – a new event of Golf Day which was a great success.

Available funds as of 31st August total £37,657.69.

Donations made to the school totalled £72,785.00. Some of the items paid for were:

- Swimming Pool refurbishment £30,000
- Theatre Treat £198
- Canopy sails for the Rainbow steps £42,500

NB: Please note some event figures may not match up. This is because some items such as refreshments are bought for multiple events at one time and then the actual amount used is used to calculate the profit made at the event.

Income and Expenditure Summary

Profit

	In	Out	Profit
Adventure Island	19,806.41	£13,200.00	£6,606.41
Bags to School	£289.00	£0.00	£289.00
Penny Wars	£777.14	£38.00	£739.14
Bicester 2023	£980.38	£730.67	£249.71
Christmas Cards	£649.93	£0.00	£649.93
Easter Egg Roll	£481.60	£0.00	£481.60
Father Day	£3,535.78	£3,510.66	£25.12
Movie Night October 2023	£1,298.63	£625.35	£673.28
Mothers Day	£3,876.68	£2,431.50	£1,445.18
Scarecrow trail	£953.49	£0.00	£953.49
Wreath Making	£1,044.57	£975.00	£69.57
Halloween Pumpkin and Sweet Box roll	£381.72	£0.00	£381.72



Christmas Fayre 2023	£9,381.23	£2,750.39	£6,630.84
Christmas selection box roll	£407.40	£0.00	£407.40
Spring Ball 2024	£5,312.97	£4,305.74	£1,007.23
Christmas Discos	£2,172.65	£746.32	£1,426.33
Empties Please	£6.50	£0.00	£6.50
Movie Night February 2024	£1,273.64	£279.90	£993.74
Easter Discos	£1,841.84	£300.00	£1,541.84
Leavers Disco	£832.60	£469.20	£363.40
Summer Disco	£1,649.95	£413.27	£1,236.68
Laser Show - October 2023	£7,614.68	£6,341.75	£1,272.93
Summer Sweet Box Roll	£534.80	£80.77	£454.03
Sports Day	£885.30	£371.80	£513.50
Break the rules day	£732.21	£0.00	£732.21
Inflatables - CANCELLED	£0.00	£174.97	-£174.97
Totals	£66,721.10	£37,745.29	£28,975.81
Totals less Adventure Island tickets	£46,914.69	£24,545.29	£22,369.40

Donations made to the EPFA

Donations made via website/CAF/Shirley Tours	£1,543.00	£ -	£1,543.00
MAA Eyecare	£324.00	£ -	£324.00
Easy Fundraising	£40.43	£ -	£40.43
	£1,907.43	£ -	£1,907.43

Donations made to Engayne	£ -	£72,785.00	-£72,785.00
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Total raised including donations	£68,628.53	£37,745.29	£30,883.24
Total raised including donations not including AI tickets	£48,822.12	£24,545.29	£24,276.83

6. Fundraising and Social report - This was discussed at the same time as the Treasurers report with those EPFA members present discussing what went well at the events and any possible future improvements for events. In summary:

- **Penny Wars** - KS1 don't appear to understand the rules, but KS2 do. We need to encourage KS1 to bring in silver and remind parents that no foreign coins are allowed, as we had a lot of them.
- **Scarecrow Trail** - Not all teachers are taking part. Station Pantry will sell maps this year and we will exclusively sell physical maps with the intention of selling them at the school dates the week prior to the event. Susan Craddock had also emailed Mum's Guide to Romford.
- **Wreath making** - This event will not be run this year as it is not a big money maker and there are lots of wreath making classes available in the area.
- **Someone special sales** - The teachers should not be allowed to swap their time slots and must stick to the timetable as there were a few that did and this made it difficult for the EPFA (as the gifts placed out for sale are based on the ages of the shoppers). The new format of all the sales in the morning worked well for both the EPFA and the school. Profits for Father's Day sale was small as the EPFA had to reimburse for the previous years presents.
- **Break the rules day** - This won't be on the events calendar for next year, but will be replaced with another day "Dress as you work".
- **Movie Nights** - No improvements needed; all runs well as it is.



- **Inflatables** – Ellis Leisure have rolled the deposit again for the EPFA
- **Discos** - The new Mojo Entertainer has gone down well with children and teachers. The DJ must be enhanced DBS checked and Susan Craddock will ensure that this is the case. Feedback was received that on occasion the music was a little loud and there were also complaints regarding the sweets.
- **Laser Show** - The show has been postponed for 2024 and 2025 and the supplier has rolled the deposit. EPFA to consider if the show should be run in Jan/Feb 2026, which Mrs Sankey was happy with. The glow products the EPFA currently have are also to be resold where possible.
- **New events** - As well as the Golf Day on 20 September, the EPFA are running a cheese and wine tasting evening on 28 November at a cost to the EPFA of £12 per head for wine and £10 per head for cheese (tickets are £45 each), and there will also be a raffle. Further Golf Day dates have been secured (May and September 2025).

7. AOB

- Swimming Pool costs have nearly doubled (£7,000 last year).
- EPFA are paying for curtains in the KS1 hall at a cost of £5,000.
- EPFA have agreed in principal to pay for new chromebooks (£12,000).
- Mrs Sankey was of the viewpoint that it would be good for the EPFA to build up some funds again and did not currently have any significant requests of the EPFA.

8. **Date of next AGM** - The next AGM meeting proposed: Wednesday 17 September 2025.

9. **Date of Welcome drinks** - EPFA to consider how best to do this due to previous years poor attendance. EPFA to also discuss regarding messaging to local early years e.g. Marlborough pre-school. Amy Alwyn-Fergus will also create a newsletter.

10. **Date of next committee meeting** - The next EPFA meeting will be held on Wednesday 16 October 2024.

11. **Meeting Close** - The meeting closed at 20:45.

Housekeeping

By signing the meeting's attendance sheet, attendees consent to their details being kept on record for GDPR purposes, and so they can receive a copy of the minutes.

Please also note you will automatically be added to the invite list of our next committee meeting being held on 16th October 2024.

Accounts



Engayne Primary Friends Association
Minutes of the AGM of the Steering Group Meeting
Held on Wednesday 27th September 2023
At Engayne Primary School

Present

Mrs Emma Ward, Mrs Sara Sankey, Mrs Katy Webb, Mrs Carol Ellis, Mrs Nicola Willis, Mrs Joanna Hodder, Mrs Faye McNulty, Mrs Aoife Dillon-Brecht, Ms Becky Barrett, Mrs Anna-Kaarina Ahti, Mrs Susan Craddock, Mrs Angela Gravestock, Mrs Angela Bell and Mr Anthony Osamudiamen.

Apologies for Absence

Mrs Michelle Lawrence, Mrs Kelly Rose, Ms Annie Davies, Ms Katie Game, Miss Sam Fullman, Mrs Whyman and Mrs Leigh Allen.

1. Chairs Introduction and Welcome Address – Mrs Emma Ward

Hello and welcome to tonight's AGM for Engayne Primary Friends Association.

My name is Emma and I am the chair of the EPFA. Thank you to everyone for attending tonight and it is nice to see some new faces here tonight, as well as some of the current EPFA team (introduce team) and thank you to Mrs Sankey who is the president of the EPFA.

For those to the EPFA AGM, this is the only formal meeting we have like this - the rest are much more relaxed and usually include a glass of wine in the pub!

Reasons for tonight's AGM is to:

1. Finalise the accounts from last year 2022/2023, which will be done by Katy on behalf of Michelle our treasurer who sends her apologies.
2. Summarise the EPFA fundraising activities over the last year **(Katy)**
3. Elect members into the main roles of the committee for 2022/23 **(Katy/Emma)**
4. Presidents speech from Mrs Sankey

Before we launch into the formalities of the AGM I would like to take a moment to say a few words and to say some thank-you's.

Tonight will be my last AGM for the EPFA and although I am still going to be part of the EPFA for the next year, I wanted to officially say a few words and thank you's.

When I joined the EPFA in 2015 my eldest was in Year 1, he is now in Year 9 Hall Mead and my youngest is currently in Year 6. Since I started the EPFA it has grown year by year to this successful parents association and something that I have been extremely proud to be a part of.

I can still remember my first time I attended a team meeting and how nervous I was to walk into the pub and not know anyone.

The meeting went well and I was so excited when I came out with my first official job..... to buy a post box for the school office!!! It's still there by the way!

After a few more meetings I was voted in to run the refreshment side of the EPFA. This role had never been run properly and no-one actually knew how much was spent on refreshments and how much we actually made.

I grabbed the challenge with both hands and took the role very seriously! There were spreadsheets of sweets created and I knew exactly how much everything cost and where the best deals were to be had.



I can still remember how many sweets there are in a 3 kg bag of Swizzles and how many bags of popcorn you can make out of a 3kg bag!

Finally, we started making money from refreshments and has become a destination place at events like xmas fayre and sports day!

In 2018 towards the end of the year, I attended a team meeting where the team were desperately looking for a new chair. I remember myself and Natalie walking into that meeting. Saying that there is no way that we are going to take on any roles, especially the role of chair or vice chair.

Well I came out of the meeting as chair and have been in that position since 2019!

It has been my pleasure to be part of this amazing experience and team.

I have seen many people come and go but all have had one thing in common, which is to make the EPFA an amazing success and create experiences and memories for the children, which for me as chair was always my aim. The money raised was always a bonus to me (although I think i must be close to raising £200,000 for the school)

I could go on for hours talking about all the events and success we have achieved over those years, but you have only got to look around the school to see all the amazing things we have donated or talk to the children about the fun events we have run or to see their faces when they walk into the hall at the discos!

The EPFA is an amazing team to be part of and I have made many friends and learnt skills that I never knew I needed. I look forward to having lots of fun and enjoying my last year at Engayne and on the EPFA.

Finally, I would like to say a few thank yous. Firstly to Michelle who is not here tonight. She has been our treasure for a few years now and has continued to do so even though her son left in 2020. She has been amazing at keeping up to date with everything finance related and keeping us up to date with figures and telling off when we are spending too much!!!. She has also been a big part of growing the EPFA to the success it is. A massive thank you to her. She has agreed to shadow our new treasurer up until Christmas, which is amazing.

Secondly to our amazing team who have dedicated hours to the EPFA and pulling off the most amazing events and experiences for both children and adults. We have had such a fun year and whatever is thrown we always step up to the challenge. It has been great to new people join this year and bring a new ideas and future the EPFA

Also, to Sara, our President of the EPFA. We have built up a great relationship over the years and always support us in our events. Even though I know some days she dreads seeing my name appear in her inbox!

Last few....I promise! Thank you to the office staff, especially Sharon and to Keith and Ian the caretakers. Also to the teachers for helping us run events like sweet rolls and especially at events like discos and movie nights.

A big thank you to Maa Eye Care, Cafe Gelato, and Accord Estate Agents. Without these companies' support the EPFA would be lost without them.

OK enough of me talking let's get onto the formal part!

2. Minutes of the Previous AGM

The Minutes were agreed with no corrections.

3. Presidents Address – Mrs Sara Sankey

Since becoming Headteacher in 2013, I thought I'd reflect on my speeches over the last decade and remember what we have achieved together, which is amazing.

Every year we have has success at improving Engayne with new projects for the children. Working with Emma continues to be a dream and she has got used to my quick emails and the word no! We do laugh over some situations!



These have included:

- the art wall wraps in 2 buildings
- a sandpit
- a KS1 stage
- resources for forest school and OPAL
- library books
- theatre groups and other visits
- supplementing school visits and the curriculum
- the amazing outside area for year 1
- painting on the playground
- maths resources
- Now Press Play headphones and stories

This time last year we were still trying to get planning for the pool area. We now have a pool which will last for future children. We have a shower, new flooring, lighting and separate changing rooms. The main cost was re housing boilers so they are safe. Hopefully we can now let the pool which will produced added income for the school.

The annual planning of the Mothers' Day and Fathers' Day sales, sports day refreshments, year 6 disco, chocolate rolls, other discos, movie nights, the Christmas Fayre and scarecrow trail all are appreciated and so much time in preparation is needed.

The Engayne community continue to be very lucky to have dedicated volunteers to raise money for the children of Engayne school. All of the committee are so keen and we are so lucky to have you!

We are looking forward to the new event of the laser show in October where tickets have sold out!

2023-24

The EPFA's funding will continue to support the annual running costs of the swimming pool. I first mentioned a shade project in 2020. The cost being £5000 to £25,000. This is the next project we would like to have for the children. Each summer seems to be very hot and shade is something we lack. There are 2 areas where children can be in the shade but also shelter from rain. Unfortunately, costs have risen, but we have plans to show you.

When asking children, they often just ask for more of things and we are well resourced in other areas.

With kind regards Mrs Sankey

4. Treasurers Report – Mrs Michelle Lawrence read by Mrs Katy Webb

Treasurers Report September 2022 to August 2023 by Michelle Lawrence

It has been another amazing year for the EPFA raising a total of £82,642.81. Profits after all expenditures is £38,943.90. The total raised is up from £18,674.76 for the years 2021/2022.

The majority of these funds were raised from the sale of Adventure Island Vouchers. Total sales so far this year are £39,323. We have so far made a profit of £13,806.40 and have almost sold out of tickets. Thanks go to MAA Eyecare and Café Gelato for selling these through their shops and who have confirmed they will continue to do so throughout next year.

It was great to be able to hold a Christmas Fayre again last year and this raised an incredible £8,041.28. We had a new event this year, the Spring Ball, which raised an impressive £4,034.53. It proved so popular that a date was immediately set for next year. The Mothers and Fathers Day sales proved as popular as ever raising £1,880.43 and £1,334.83 respectively. Unfortunately, due to bad weather our Inflatable day had to be cancelled but we hope to hold this again in the near future.

Donations made to the EPFA were £2,007.14. We have had some very generous anonymous donations via CAF (Charities Aid Foundation) which totalled £950 and a donation of £400 from Shirley Tours. Unfortunately, Amazon are no longer running their donation scheme but we did manage to get £375.82 before this closed.



We have already paid deposits and started spending for upcoming events including the Laser Show, Spring Ball and Christmas Fayre.

Available funds as of 31st August total £78,826.80.

Donations made to the school totalled £4,702.16. Some of the items paid for were:

Swimming Pool Costs £3,639.00

Reception Treat £200

Bookbags £525

Opal Signage £337.56

NB : Please note some event figures may not match up. This is because some items such as refreshments are bought for multiple events at one time and then the actual amount used is used to calculate the profit made at the event.

Income and Expenditure Summary

Profit

	In	Out	Profit
Adventure Island	£39,323.00	£25,516.60	£13,806.40
Bags to School	£189.00	£0.00	£189.00
Penny Wars	£1,021.45	£0.00	£1,021.45
Bicester 2022	£719.50	£942.75	-£223.25
Christmas Cards	£1,138.63	£0.00	£1,138.63
Easter Egg Roll	£389.99	£55.19	£334.80
Father Day	£3,708.00	£1,380.37	£2,327.63
Movie Night October 2022	£1,069.44	£302.23	£767.21
Mothers Day	£3,734.15	£1,531.18	£2,202.97
Scarecrow trail	£1,189.10	£0.00	£1,189.10
Wreath Making	£698.45	£512.00	£186.45
Halloween Pumpkin and Sweet Box roll	£418.17	£26.40	£391.77
Christmas Fayre/Santa storytime	£11,026.93	£3,391.80	£7,635.13
Christmas selection box roll	£412.55	£42.00	£370.55
Spring Ball	£8,685.82	£5,081.79	£3,604.03
Christmas Discos	£1,858.74	£534.20	£1,324.54
Empties Please	£22.00	£0.00	£22.00
Christmas Fayre 2023	£0.00	£200.00	-£200.00
Movie Night 2023	£1,034.93	£161.12	£873.81
Easter Discos	£2,063.96	£437.38	£1,626.58
Leavers Disco	£257.15	£521.92	-£264.77
Summer Disco	£1,697.15	£264.51	£1,432.64
Laser Show - October 2023	£0.00	£800.00	-£800.00
Spring Ball 2024	£0.00	£500.00	-£500.00
Summer Sweet Box Roll	£0.00	£39.99	-£39.99
Sports Day	£1,130.00	£665.15	£464.85
Break the rules day	£854.70	£0.00	£854.70



Inflatables - CANCELLED	£0.00	£792.33	-£792.33
Totals	£82,642.81	£43,698.91	£38,943.90
Totals less Adventure Island tickets	£43,319.81	£18,182.31	£25,137.50

Donations made to the EPFA

Amazon Smile	£375.82	£ -	£375.82
Donations made via website/CAF/Shirley Tours	£1,350.00	£ -	£1,350.00
MAA Eyecare	£ 246.00	£ -	£ 246.00
Easy Fundraising	£ 35.32	£ -	£ 35.32
	£ 2,007.14	£ -	£ 2,007.14

Donations made to Engayne	£ -	£ 4,702.16	-£ 4,702.16
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Total raised including donations	£84,649.95	£43,698.91	£40,951.04
Total raised including donations not including AI tickets	£45,326.95	£18,182.31	£27,144.64

5. Fundraising and Social report - Mrs Katy Webb

Welcome Coffee morning / welcome drinks

The coffee morning was well attended, with people bringing their children with them, which we think is why it was so successful. The community centre is also accessible which also helped. It was a nice informal chat and resulted in members joining the EPFA. Unfortunately, the welcome drinks in the evening was not well attended but it did ultimately result in the EPFA secretary, so it was not a complete loss!

Penny Wars and 10p rolls (pumpkin / selection / egg roll) Not including the Summer sweet box roll £2187

Thank you to all the teachers who help with the 10p rolls at the end of term. We know it's not easy and another thing for them to do (in addition to their daily teaching jobs), but it really does make a difference. Thank you to Miss Annie Davies for kindly donating the pumpkins, selection boxes and easter eggs. We are yet to account for the sweet box roll (the 10ps are still in Mr Ricketts office) so this number will actually ultimately increase.

Scarecrow Trail £1189.10

There was another great effort with all of the scarecrows and a good turnout generally. Thanks to Maa Eyecare for kindly selling the scarecrow trail maps for us at the last minute, following a request from some of the more elderly residents who showed a keen interest in participating in the trail. Thanks to Jamie at Accord Sales and Lettings for being the sponsor and having the estate agent boards put up – it made it easier for hunters to find houses. We did really have to 'push' the scarecrows and encourage people to sign up and participate. For next year's scarecrow trail and to ease the burden on Maa Eyecare, ICOL Security have agreed to sell the maps from the first day which we are hoping will make it even more accessible for all the local residents and not just those with connections to Engayne.

Bicester Shopping trip -£223.35

Unfortunately, this event did not make any profit, and in fact made a loss for us which was disappointing. However, this was due to a number of factors. Firstly, we struggled to sell seats and secondly, we had a lot of last-minute cancellations which we refunded. Therefore, for this year's trip, we have made it clear that no refunds will be given and we have also taken a deposit. We have also advertised earlier and so far, have had a good uptake. It will also be advertised in The Bulletin, run by the Upminster & Cranham Residents Association.

Christmas Fayre & Christmas Card sales



£9,139

What a great Christmas Fayre, our first proper one post Covid. Story time with Santa and the Santa train proved a massive hit. The story sittings all sold out quickly and the fact that children could still ride the train even without a story time ticket was great. Santa was amazing and put a lot of energy into the story, the children loved it. Having professionals cook on the BBQ made it quicker and stress free. We also spaced the games out better in the games room, having removed some of the games. We also changed the entrance from KS1 to KS 2 to help with the people flow / people traffic, which it did. We had a new photographer this year, but as always, the photo slots all sold out. So, all in all, it worked out well. The Christmas cards are an EPFA favourite (and loved by all - the children and the recipients). This year we changed to online ordering as opposed to people having to send forms back in. The early organisation also helped. There are lots of thanks to go around:

Mrs. Sankey and teachers for allowing the children to take the time to create the artwork and Mrs Kelly Rose for the large amount of administration. For this year, we need to remind parents and caregivers by way of Squid reminders.

Christmas wreath making evening

£186.45

This year, we held the event in the hall at the church next door to the school. Whilst it isn't a big money maker event for us, it did get everyone into the spirit and the fact it was a 'bring your own' event went down well, as did the raffle run on the night. We did leave advertising this a bit late and also the actual date of the workshop was also a bit late. Thank you to Claire Thripp at Bliss Flowers for making it so enjoyable and to the church for agreeing to us using the hall. This year we have a new florist, Emma, from Blooming Florals and given our observations from last year, we have advertised the event earlier and have also secured an earlier date so this will hopefully boost profits. We have already taken some bookings!

Someone Special Sales

£3215

At the Mother's Day and Father's Day sales we introduced gifts so that everyone was catered for, hence the "& someone special". Everything went smoothly and we sold out of everything at both events. We used a new wholesaler "Cutcost" which worked out well and there was a good selection of gifts at a good price. It was lovely to see all the children buying things and it's clear from some of the conversations we had that they know their parents and caregivers well, there was a reason behind every present and we certainly have some chocoholics amongst us!

Break the rules day

£854.70

This raised a great amount and the children absolutely love it. It's so much fun and was fantastic to see pictures of all the children. It was also lovely to see the teachers take part.

Spring Ball & raffle

£4,035

A new event to the EPFA calendar and it was clear to see that everyone had a fantastic time. It was a great success, so much so that another is confirmed for Saturday 23rd March 2024 – this time with an Alice in Wonderland theme. Everyone will be pleased to hear that plans are under way!

Sports day refreshments

£464.85

The newly purchased BBQs worked well and were definitely worth the investment. Unfortunately, as is always the case, volunteers were slow to sign up, but we did manage to get enough to hold the refreshment stand. Thank you to all the parents who helped out.

Inflatables afternoon

£0

We had rebooked, Ellis Leisure and were due to have some larger inflatables this year to cater more for the older children and to get more children through at a time. As per last year, they had good communication. Unfortunately, despite our best efforts, we were scuppered by the weather and following instruction from Ellis Leisure, had to cancel the event at the last minute due to the strong winds. We had also arranged for a local company, The Slough Dough Pizza Company (owned by a parent of 2 children at the school, Mr Alan Baker) to be present and the arrangement was that the EPFA would receive 20% of sales after the first £250. We also agreed to have a new ice-cream vendor (Carly's Ices (owned by Perry Barnes)). Again, we had agreed a good deal with the ice-cream



vendor – the greater of £175 cash donation to the EPFA or 20% of the sales. We had rescheduled for the Inflatables afternoon for Wednesday 20th September, but again had to cancel at the last minute due to the terrible weather. This has meant that there has been a sizeable loss to the EPFA coffers, as the event usually raises approximately £2,000. However, Ellis Leisure have agreed to hold our deposit for the following year and for the next inflatables afternoon which is confirmed for 3rd July 2024. Hopefully next years will be a success and bring in some much needed funds.

Discos (Christmas, Easter, Leavers, Summer)

£4118.99

The Christmas disco went well, but we had new helpers and volunteers and made lots of changes including needing a committee member to be present in the corridor between the classrooms.

Well, what can we see about the Easter discos – it was certainly an event! We had flooding of the classrooms caused by the torrential rain, which meant long queues with people standing outside in the rain and also had to momentarily shut the tuck shop when it ran out of money and the tables were pushed back and we thought it unsafe to remain open. We also had to ask the DJ to control the children more due to them pushing at the tuck shop. We also had to alter the pick-up, and it was difficult to control parents and children in the rain and to ensure that the children were picked up safely and had lots of parents complaining. At the end of the day, we run the discos because the children love them and we are all trying our best whilst ensuring the children are safe at all times whilst ‘in our care’. We just wish the parents / carers could sometimes appreciate this a little more.

Following the Easter discos, for the Summer discos we made some changes to the tuckshop to minimise and risk of a reoccurrence and also to crowd control by making up sweet bags for every child to purchase. However, there was more rain and flooded classrooms to contend with yet again.

With the Leavers disco, overall the event went well and there were no problems at all. We had also stopped doing fizzy cans. A few points for us to takeaway and use this year, which include: (i) buying more oasis cans; (ii) having more ‘bigger’ candy style sweets, with less pick and mix and more wrapped /prepared sweets.

For all of the discos, there was low take up of tickets from the children in Reception and Year One, but it is not clear for what reason. Going forward we will also be reminding the DJ told to keep the music low for the younger years, so as not to overwhelm any of them.

6. Election of Officers

This is to ensure we meet our constitution and the necessary charity commission regulations.

Prior to the meeting today Mrs Emma Ward and Mrs Katy Webb have both confirmed that they are happy to continue as Chair and Secretary respectively. Mrs Michelle Lawrence has indicated that she intends to step down from her role as Treasurer and there has been one new nomination for this role. This is from Mrs Angela Bell. The intention being that Mrs Michelle Lawrence will notionally stay on until after the Christmas Fayre, to show Mrs Angela Bell the ropes, but with the latter being official Treasurer going forward.

Unanimously from the meeting attendees Mrs Angela Bell was voted in as Treasurer. Note that we received votes for Treasurer from other members not in attendance: (i) Ms Katie Game; (ii) Mrs Kelly Rose; (iii) Ms Annie Davies; and (iv) Mrs Leigh Allen who all send apologies for not attending in person.

Furthermore, in order to ensure a smooth transition and to succession plan, Mrs Susan Craddock will undertake the non-official role of Vice Chair and shadow Mrs Emma Ward during the course of this year. Whilst a non-official role, a vote was nevertheless undertaken. Again, unanimously, from the meeting attendees Mrs Susan Craddock was voted in as Vice Chair. Note that we received votes for Vice Chair from other members not in attendance: (i) Ms Katie Game; (ii) Mrs Kelly Rose; (iii) Ms Annie Davies; and (iv) Mrs Leigh Allen who all send apologies for not attending in person.

Thank you very much for your votes.

Therefore, the following will constitute the EPFA Committee:



Position of Chair:	Emma Ward
Position of Vice Chair (non-official):	Susan Craddock
Position of Treasurer:	Angela Bell
Position of Secretary:	Katy Webb

7. Date of Next AGM

The next AGM meeting proposed: Wednesday 25 September 2024.

8. Date of next committee meeting

The next EPFA meeting will be held on Wednesday 11th October, 2023 in The Golden Crane.

9. Meeting Close

The meeting closed at 20:17.

Housekeeping

By signing the meeting's attendance sheet, attendees consent to their details being kept on record for GDPR purposes, and so they can receive a copy of the minutes.

Please also note you will automatically be added to the invite list of our next committee meeting being held on 11th October.

ENGAYNE PRIMARY FRIENDS ASSOCIATION

England & Wales - Charity number 1107207

Accounts

Fundraising and Social report 2021-2022

Welcome Coffee morning/ welcome drinks

Despite lots of advertising neither event was well attended however the EPFA team now know they will never make it a pub quiz team. We did however get to meet a few parents who have regularly attended meetings and volunteered to help regularly.

Pumpkin roll / Selection roll / Egg roll / Sweet box roll

£1031.47

Thank you to all the teachers who help with the 10p rolls at the end of term they really do make a difference. Thank you to Mr J Hodder for collating most of the prizes for these events

Scarecrow Trail

£1502.44

Another good turn out for this event, lots of positive feedback on the scarecrows. Using Accord Sales and Lettings as the sponsor and having them place the estate agent boards up made a huge difference to the physical effort involved in running this event as well as making it easier for hunters to find houses. It also positively impacted to the overall funds raised by his event with an extra £10 a board and providing the prize.

Bicester Shopping trip

£1310.71

Mums loved this one! Everyone who went truly enjoyed themselves. 2 coaches took the attendees to the Bicester, the raffle on the coaches was a good way to top up the profit. Thank you, Laura Hawkins, for coordinating this event

Mini Christmas Faye / Story time with Santa / photos

£1110.76

With the covid restrictions still lingering it was not possible to hold a full Christmas Fayre instead we held a story time with Santa and included a few games in the ticket price. It was really lovely day, we had 3 story sittings that all sold out. Santa was amazing and put a lot of energy into the story, the children loved it. As always the photo slots all sold out.

Christmas cards & Merchandise

£1605.36

An EPFA staple loved by the children and the recipients of the cards / gifts, sending in the pack in September helped to submit an early bird order meaning more money per pack raised. It also helped with teachers arranging artwork to be done on time and according to the timetable for the early order. The deadline for the order being before the October half term has ensured a greater profit margin from the card company. It has also taken some of the pressure off handling the orders.

Thanks to Mrs. Sankey and teachers for allowing the children to take the time to create the artwork. Mrs. Shuttlewood for organizing the order forms and money in the reception ready for collection every day. Natalie Armitage for the large amount of administration on this activity, checking and confirming orders were correct, handling queries and sorting the orders for class distribution – even the late orders.

Christmas wreath making evening

£175.68

We held the event in the marquee at The Golden Crane, it was a little cold, but it felt and smelt very Christmassy. We had a few people with no ties to the school attend and had lots of positive feedback.

Thank you, Claire of Bliss Flowers, for making it so enjoyable and Glenn the landlord at The Golden Crane for allowing us free use of the marquee.

Mother's Day Sale

£870.91

There is a lot of coordination and effort for comparable financial return but was hugely rewarding to see how excited the children were and the comments of thanks from some of the mothers who received the

gifts. The children arriving were well prepared by teachers. We had a good selection of gifts in a number of price brackets. The stock control per session to allowed choice for all year groups. We expanded the gift selection and also allowed children to buy multiple gifts for Grandmothers, step mums etc. Children who did not have money on the day were able to select a gift and take home a slip to ask for payment on collection from Reception the following week, thank you to the reception staff in helping us with this as it means a lot.

Thank you to the teachers for taking the time to prepare and help decorate bags for the event, they looked fantastic! and all other helpers who helped out on the day.

Murder mystery

£893.42

A new adult only event introduced this year. The evening went really well, the Wesley Players did a fantastic job with the script and acting of the 'who done it'. We sold tables of 4/6/8/10 participants bought along their own drinks and nibbles. We held a raffle and had a heads or tails round.

Thank you to Alan Cordell form the Wesley Players. Susan Craddock and Angela Gravestock for running the raffle.

Break the rules day

£881.79

Big smiley faced on the way to school on this day! Lots of fun for the children. Now we have run this a few time the teachers are very good at preparing the children for the day on what rules can and can not be broken. Fantastic fun fundraiser

Dress up for workday

£632.25

As above the children all seem to love dressing up, we had nurses, doctors, a rock band member, lots of army and sports outfits. Its lovely being able to tie in what the children are learning at school with a fundraiser.

Sports day refreshments

£787.01

Bit slow with the uptake of volunteers for both days however we did manage to get enough to hold the refreshment stand. Thank you to all the parents who helped out.

Fathers Day

£1802.30

Just like Mother's Day the children came with there decorated bags to select a gift. We had a good of selection of presents price ranges worked well. We had plenty of helpers. Children enjoyed event especially as they could buy more than one gift. Thank you to the teachers for taking the time to prepare and help decorate bags for the event, and all other helpers who helped out on the day.

Happy Circus

£6718.42

Inflatables afternoon

£2032.21

The new company, Ellis Leisure, worked out really well they had strong communication leading up to the event and on the day, every question was answered and all the insurance and risk assessments were sent in with out any issues. The request to have the team setting up DBS checked was also no problem although we did pay for them. On the day having gone through in detail how to run each inflatable meant we had clear laminated instructions for the teachers and volunteers, so they knew what they were doing, stopwatches for the timed inflatables and whistles to make when times is up. The refreshment stand did well. We discussed using a different ice cream vendor next time, we agreed a 10% cut and we felt they took a lot more money than they gave us at the end of the event. We also need to remind parents they cannot bring alcohol onto the field. Overall it was a good event.

Leavers disco
Bags2school
My Nametags
Amazon Smile
Easy fundraising
Empties Please
Adventure Island

Accounts

AGM 2020-2021 Event Overview

Fundraising and Social report

Dress Down day and Pumpkin roll combined event

October - £938.73

Last minute event, Rainbow theme dress up and pumpkins roll instead of traditional sweet roll. The kids loved the pumpkins, it was hard getting 42 pumpkins into the school but brilliant watching the KS1 winning children try to carry them out of school!

Thank you, Simon Dyos for buying and donating the pumpkins, the teachers for arranging the class groups and the school office for collecting the money.

Scarecrow Competition & Trail

October - £1695.26

New event for the EPFA. This was a huge success not only for the school participation but also brought the whole community together. We received some amazing feedback and recognition in some of the local press and social media groups. We will be running this event again hoping to duplicate the success. We never thought we would sell as many maps as we did, which resulted in quite a bit of work for Emma Ward and Ursula Harvey to check the emails, payments and send maps to purchasers throughout the half term. For the next event we will work with the web developer to make this a slicker and less intensive operation.

Thank you, all the families who made some amazing and imaginative Scarecrows. Also thank you children and teachers who made year group scarecrows for the schools railings. Thank you to all the families who bought maps and entered their favorites for the winners. Thank you to Stephen Harvey for making and delivering the poster stands to the participants. Thank you Cake Wish for donating the prize of lovely cupcakes for the winner.

Christmas tree decorating competition

Not for profit

This could have been so much better had the classes not had to close down and the event not really finish. However, the children did get to make some decorations and the teachers did really well for getting them decorated.

Thank you to Fenlands Nursery for donating 8 Christmas Trees, we are sorry you never had the opportunity to come into school and judge them

Christmas pudding sales

November - £219.4

Another fill in event last minute, better than expected. We ran a competition for the children to design the label the prize a Christmas pud and this was well participated in. An online shop had to be created on the website for purchase of the puddings, we supplied in 3 sizes – single portions, for 4 people and 8 people - with the option to add a miniature brandy to the order. Puddings tasted lovely and we had good feedback on the quality and the taste of them. Medium size puddings were the most popular purchase - we were surprised by how many single portions were sold.

Next time we would start the sale earlier and purchase extra to sell during the Christmas Frye on both the refreshments stand and in the Marketplace, the best before date was well over a year so extras could be carried over. It was also hard that due to COVID the order had to be delivered to one person to sort and deliver. Additionally, we had planned to send in orders for the children to take home but the school closing meant we had to deliver to people at home and have some collections from the pub car park.

Thank you, Yogi, for picking the winning label.

Christmas wreath making evening

December - £155

This was meant to be an in-person event but had to change to an online event after tickets went on sale. The events were held over 2 sessions, one evening and one day. We teamed up with Bliss Flowers who delivered the kits to the participants homes prior to the event and ran the event over a zoom call. The EPFA included a small bottle of prosecco in the kits. Lots of positive feedback. We think everyone was surprised how much they enjoyed it being online. An event we would like to do again either online or in person.

Thank you Bliss Flowers for making it so enjoyable.

Christmas pantomime

Not for profit

Was originally booked for Eva Productions to come into the school to hold performances over 2 days for all the years but as the COVID guidelines changed we had to change to an online event for the child to watch in the classroom or for classes in isolation at home. We provide sweets and chocolate for the children. We would not hold again this was a one off due the type of year it was.

Thank you to the teachers who were able to hold in class

Xmas movie

Not for profit

The children in school enjoyed a movie pick by the teacher and we provided sweets and chocolate.

Christmas Lucky Numbers Draw & Monthly lucky numbers

Dec - £871.76 (£5 each ticket)

All other months – Jan £184.75, Feb £101.26, March £102, April ? (donation of winnings - £) May £70? (donation of winnings - £)

For the Christmas launch we charged £5 a ticket to compensate for not having a Christmas fayre. 3 prizes on offer (1st cash prize/2nd cash prize/ drinks hamper) We were happy with the interest and the rate of sales.

From January we scaled down to £2 a ticket was not so much interest and purchase of tickets dwindled. For the coming year we plan to do every other month with a theme.

Thank you to Michelle Lawrence for loading and running the draws.

We would also like to thank those who donated their winnings back to the EPFA.

Pets got Talent

February – £84.54

The competition was split into 4 categories: Best looking, Best dressed, Cutest Pet and Funniest pet picture. Wylie vets sponsored the event providing 4 x £10 gift cards to the winners of each category and judging the entries we also added some sweets and a rosette for the winners. Our children have some lovely, well dressed and funny pets! The event didn't raise a lot, but it was lovely to have the interaction on our social media during restrictions.

Thank you Wylies for sponsoring the event and judging.

Mothers Day Sale

March - £1079.84

Event changed from being in school to being online which again was new for us. Involved the children with the help of an adult buying the gifts online and the gifts boxed to be distributed in school. Well received, did a lot better than we thought and on par with what we would have raised had it been held the traditional way in the school hall with the children purchasing the gifts themselves. We learnt that the more expensive boxes were not necessarily as popular as the lower end ones, we had thought a parent might opt for a more expensive gift if they have more than one child at the school, however in fact people chose to buy more than one gift at the lower price. Selling this way allowed for buying for other family members whereas in school the children are only encouraged to buy 1 or 2 gifts.

Easter Egg Roll

April - £376.25

Back in school and was as popular as normal.

Egg decorating competition

April /Easter Half term - £55.18

Suggestion for the lovely Caffe Gelato, a real supporter of the EPFA. Caffe Gelato offered a Freakster shake for the best decorated egg in each year group. Children painted eggs and emailed in photos to the EPFA who shared them on social media and with Mat Lawrence, owner of Caffe Gelato, to pick the winners.

Had some amazing entries thank you to all the children who participated and parents for taking the time to send in the entries and of course a big thank you to Mat Lawrence for providing the prizes and judging

Dress for work Day

May - £203.14

Held to fit in with the school's careers week in conjunction with the various activities held in school. All the children dressed up and there were some amazing and imaginative outfits, but the money we received did not match this. This will need to be looked at, maybe go back to holding a bucket outside which was not possible with social distancing.

Thank you to all the teachers who collected the donations and the school office.

Smartie Challenge

May - £2856.30

We were a bit wary of holding this event as it doesn't not fit with the school healthy eating policies but the event was placed to make up for other events not being held. We did have a couple of concerns from some parents regarding the chores for money and misunderstanding of the prize format but overall the children enjoyed it and we raised a fantastic amount of money. It was a lot of work for Michelle, our treasurer who labeled every Smarties tube, the jelly tots sweet alternative, and then collected the returned tubes for working out the amounts raised by each class.

If it was to be held again, we need to source the Smarties before advertising to save on a lot of the stress. We would also not hold during PGL as the year 6 missed out.

Thank you to all the teachers for drumming up support and the children for being such willing helpers to family and friends in May half term may this long continue!

Fathers Day Sale

June – TBC

Was run online as Mother's Day was. Would definitely do more sweets, the cheaper boxes especially sweet boxes sold much better.

Bags to school collections

Sep?

June –

Price paid was reflective to current situation and the controls Bags2school were working too. Fantastic donations by the school parents, thank you very much.

Christmas Cards & Merchandise

December

An EPFA staple loved by the children and the recipients of the cards / gifts, sending in the pack in September helped to submit an early bird order meaning more money per pack raised. It also helped with teachers arranging artwork to be done on time and according to the timetable for the early order. The deadline for the order being before the October half term has ensured a greater profit margin from the card company. It has also taken some of the pressure off handling the orders. One point to note is there needs to be consistency with how the child's name can be displayed on the back of cards and other items so the correct proofs and order reached the correct parents, full names would be preferred also the teacher spell checking the name please.

Thanks to Mrs. Sankey and teachers for allowing the children to take the time to create the artwork. Mrs. Shuttlewood for organizing the order forms and money in the reception ready for collection every day. Natalie Armitage for the large amount of administration on this activity, checking and confirming orders were correct, handling queries and sorting the orders for class distribution – even the late orders.

Break the Rules Day

July - £1013.77

As popular as last year. The rules were followed much better than last year, we think this is because parents had a better understanding of the event and teachers had time to inform the children what was expected of them. Lots of amazing photos submitted for social media.

EPFA Treat day

July – not for profit

After such an unsettling year and not being able to hold children friendly events like discos and inflatables in school we decided to treat the children and all staff to Krispy Kream doughnuts – we think they enjoyed it! 😊

Although we communicated the event over squid and on social media advising that an alternative can be offered to children with allergies there was little uptake.

Year 6 treat afternoon

July – not for profit

The last afternoon the children had with their teacher we sent in snacks and arranged for mini golf and other games for the children to enjoy as they would not be able to have a leavers disco.

Adventure Island wristbands –

Year round

Excellent sales of the wristbands. The tickets were selling well over social media as well as to parents / guardians of children at Engayne. We had 750 carried over from last school year so did not buy additional in January however we did end up buy 1000 more over the summer holiday to keep up with demand. Maa Eyecare & Caffè Gelato selling from their shops has meant we can advertise to a wider audience and have had people come from Kent to Colchester to purchase!

Massive unreserved thanks to Yogesh Anandji of Maa Eyecare, Matt Lawrence and the staff at Caffè Gelato, Angharad Davies and Penny Edgar for selling the tickets.

Easyfunding - £43.25

Steady stream of income for little promotion

Empties Please – £43.25

Have been promoting to encourage small businesses to sign up and self-administer their own boxes. With Covid and reception being closed the ability to drop off has been restrictive. Thanks to the school reception and caretaking team for looking after the box in school.

ToucanBox - TBC

Lots of promotions were made to KS1 during lockdown. We only had a few parents have signed up, the total amount has not yet been confirmed. For this school year we have ordered the year planners from Toucan to give out to the reception classes with an accompanying letter hopefully this will generate some interest

The East Anglia Pass - TBC

Not promoted due to lockdown and businesses closed.

Maa Eyecare –

Yogesh Anandji continues he is an amazing supporter of our charity and is still giving up £1 for everyone who mentions the EPFA and books an eye test. Also when eye tests were low Yogesh still made a donation of XXX. We thank Yogesh and his team for all the support and hope we can continue to promote each other in the coming year.

Amazon Smile –

Doing really well, once set up on your smartphone there is not a lot to think about,

My Nametags – TBC

24% of orders are given to the EPFA.

Some confusion with parents putting the school code in the discount code area.

Donations – amount in Treasures report.

We have the donation button on the EPFA website and have been excited to see some donations made. We thank everyone who has taken the time to do this. It will mean so much more during the current climate. We will continue to promote on the social media promotion cycle.

Accounts

Treasurers Report – Mrs Michelle Lawrence

Although it has been a challenging year the EPFA have managed to raise some much needed funds totalling £39,173.38. This is down from £70,519.52 for the years 2018/2019.

The biggest event of the year was the Christmas Fayre raising £8,500. There was some extra expenditure this year towards the new Santas Grotto for which we had a very positive response from the children and parents.

Unfortunately many events have had to be cancelled this year including The Circus, Inflatables Day, Easter and Summer Discos and Father Day Sale. These have all proved to be big earners in the past and we have therefore lost a huge percentage of our overall income.

£18,000 was used in January to purchased discounted tickets for Adventure Island. Special thanks to MAA Eyecare and Café Gelato for selling the Adventure Island tickets which has provided us with some much needed funds. Although we have managed to sell quite a few tickets during the summer we are currently still over £9,000 out of pocket. We would usually make a profit of over £5,000 during the course of the year.

Donations made to the EPFA were £3,259.04. Shirley Ward donated £650 which was put towards new playground equipment. We have had several anonymous donations made via the Charity Aid Foundation page which totalled £1,020. The EPFA also set-up a donation page on the website which has so far raised £136.84 (after fees).

Available funds as of 31st August 2020 total £19,687.79. £4,000 of this has been set aside for the annual swimming pool costs which are normally paid in October. In addition to this the swimming pool roof will need to be replaced within the next couple of years and this expense will be met by the EPFA. Should we not be able to raise the money via our usual events this much needed repair may not be able to take place.

Donations made to the school were £24,278 (2018/19 : £16,328). Some of the items paid for were :

- £5,640 towards swimming pool chemicals and water hygiene
- £8,455 for the wall wraps put up around the school
- £3,637 for table top traditional game furniture
- £5,546 for the embankment ramps in KS1
- £1,000 towards new math resources

Income and Expenditure Summary

The table below illustrates the figures for the financial year 2019/2020 compared to 2018/2019

EPFA Financial report as at Year End

	18/19	19/20
1) Income from events	£70,519.52	£39,173.38
2) Expenditure on events	£33,850.42	£32,289.30*
Net funds raised from events	£36,669.10	£6,884.08
3) Donations to EPFA	£1,561.10	£3,259.04
4) Miscellaneous including expenses	-£2,013.59	-£900.60
Total funds raised by EPFA this year	£36,216.57	£9,242.52
5) EPFA funds C/F from previous year	£18,657.82	£34,723.52
6) Donations to Engayne Primary School	-£16,328.07	-£24,278.25
Funds available to EPFA at year end	£38,546.32	£19,687.79

*Includes £18,000 to purchase Adventure Island tickets

31/08/202

Financial Position as at:

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Event	Income	Expenditure	Profit
Total Funds B/F @ 1/9/19			£34,723.52
ADVENTURE ISLAND	£10,972.00	£20,200.00	(£9,228.00)
BAGS 2 SCHOOL	£656.00	£0.00	£656.00
BICESTER SHOPPING TRIP 2019	£1,628.28	£1,147.15	£481.13
BREAK THE RULES DAY	£928.90	£0.00	£928.90
CHRISTMAS RAFFLE	£87.50	£175.56	(£88.06)
CHRISTMAS CARDS - CLASSFUNDRAISING	£3,684.95	£2,031.21	£1,653.74
CHRISTMAS DISCOS	£2,088.31	£411.65	£1,676.66
CHRISTMAS FAYRE	£10,015.73	£2,220.72	£7,795.01
CHRISTMAS SWEET BOX ROLL	£368.40	£14.24	£354.16
CIRCUS	£55.00	£0.00	£55.00
DISCO BRUNCH	£0.00	£1,271.00	(£1,271.00)
EAST ANGLIA PASS	£0.00	£0.00	£0.00
EASTER DISCO	£0.00	£57.00	(£57.00)
EASTER EGG ROLL	£279.17	£31.50	£247.67
EASYFUNDRAISING	£748.50	£0.00	£748.50
FATHERS DAY SALE	£0.00	£0.00	£0.00
INFLATABLE DAY	£0.00	£0.00	£0.00
MAA EYECARE DONATIONS	£188.00	£0.00	£188.00
MOTHERS DAY SALE	£2,256.00	£1,278.43	£977.57
MOVIE NIGHT OCTOBER 2019	£1,167.39	£292.84	£874.55
MOVIE NIGHT FEBRUARY 2020	£1,018.28	£127.03	£891.25
SPORTS DRESS UP DAY	£0.00	£0.00	£0.00
SPORTS DAY REFRESHMENTS	£0.00	£0.00	£0.00
SUMMER DISCO	£0.00	£0.00	£0.00
SUMMER SWEET ROLL	£0.00	£0.00	£0.00
YEAR 6 FLIP OUT	£2,135.00	£2,135.00	£0.00
YEAR 6 LEAVERS DISCO	£0.00	£0.00	£0.00
YEAR 6 LEAVERS HOODIES	£895.97	£895.97	£0.00
Totals for Events YTD	£39,173.38	£32,289.30	£6,884.08
DONATIONS MADE TO ENGAYNE FROM THE EPFA	£0.00	£24,278.25	(£24,278.25)
DONATIONS MADE TO THE EPFA	£3,071.04	£0.00	£3,071.04
MISCELLANEOUS	£642.64	£900.60	(£257.96)
Totals for Financial Year	£39,173.38	£32,289.30	£6,884.08

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