

PTA AGM 02/05/24

Attendees:

Lisa White
Flavia Palacios
Oral Tickton
Vicky Woznicki
Jenny Peters
Lisa Toso
Kim Harper Lyons Lupton
Rachel Jamison
Charlotte McDonagh

Apologies:

Holly Martin
Elke Taylor

2023 Summary:

- Donations = £3143
- Profit = £7985

Agenda:

- Fundraising target 2024
- Swimming fund
- Big Sing - dates & Parents Show
- School entrance
- H2 events calendar
- Fathers Day
- Outdoor Cinema

Actions:

- Draft letter for fundraising
- No audits of accounts needed for year 2024
- Next meeting date TBC
- Comms plan - separate meeting TBA
- Flavia to meet with Mrs Fourie
- ? Yr6 leavers disco - 17th July - to do parents poll

- Replace outdoor container - order skip with school - lock up clean up

Fathers Day:

- ? Uncap total spend
- Stock take and buy stock
- Date w/c 10th June - Mon & Tues

Outdoor Cinema:

- Ice-cream van booked
- ? Cinema company
- Field
- Snack and drinks bar
- Sweetie stall - ?Iffy

Revised PTA Account 2023						
Income Bank Reference 01.01.2023						11111.56
NO/MI	Description	Amount	Received			
14.03.2023	Land Leasing	45.50	yes			
15.03.2023	Matthew Day Fair	1714.55	yes			
11.06.2023	The Big Day	1485.18	yes			
16.06.2023	Gayundunians	69.22	yes			
25.06.2023	Musa Night - Cash	150	yes			
25.06.2023	Musa Night - Burn Up	371.81	yes			
30.06.2023	Ben Ibrahim Day	171.2	yes			
30.06.2023	Convocation Night	430	yes			
12.08.2023	Yallahs Day Shop	1470.11	yes			
14.08.2023	And another donations	8.5	yes			
May-23	Summer Festival - Balthazars	730	yes			
July 23	Summer Festival - Westwards Burn up gas sale	1604.58	yes			
July 23	Summer Festival - Westwards Cash and sale	689.1	yes			
18.08.2023	Land Leasing	27.4	Yes			
18.08.2023	Summer Fair - Burn up	671.62	yes			
18.08.2023	Reception Party - Burn Up	272.85	yes			
18.08.2023	Reception Party - Cash	150	yes			
18.08.2023	Woodburn house - additional items	140	yes			
11.10.2023	Ben Ibrahim day (cash)	154	yes			
11.10.2023	Ben Ibrahim day (cash)	13.50	yes			
11.10.2023	The Good Friend agency - items and help for school work	yes				
14.11.2023	Land Leasing	62.2	yes			
17.11.2023	Yallah Night (Cash) - Bar on the night	120	yes			
17.11.2023	Yallah Night (Cash) - Bar on the night	60	yes			
11.11.2023	Musa Night (Cash)	276.4	yes			
21.11.2023	Musa Night (Cash)	250	yes			
06.12.2023	Scotch Night (cash)	200	yes			
06.12.2023	Scotch Night (Scotch)	200	Yes			
06.12.2023	Christmas Day (cash)	1430.20	yes			
06.12.2023	Christmas Gifts	907	yes			
06.12.2023	Christmas Day (Bar) (Cash)	30.00	yes			
06.12.2023	Scotch Minceh Potting	1407.00	yes			
	Total Income	14676.56				
EXPENSES						
NO	Description	Amount	Chq No	Type	Banked	Comments
03.02.2023	Subsides and payments for summer fair	602.10	813	Finance	yes	
03.02.2023	Matthew Day drink	500.10		CASH	Yes	
16.06.2023	Matthew Day drink	488.40	815	Finance	yes	
22.06.2023	Summer Fair, Musa Night & Patrick	572.28	816	Finance	yes	
22.06.2023	Yallahs Day	577.30	815	Finance	yes	
22.06.2023	Summer Fair, Yallahs Day & English Department	610.00	817	Finance	yes	
22.06.2023	Summer Fair, Yallahs Day & English Department	610.00	817	Finance	yes	
22.06.2023	Summer Fair, Yallahs Day & English Department	610.00	818	Finance	yes	
16.06.2023	Revised expenditure	140.00		CASH	Yes	
01.07.2023	TEB - Summer festival	21.00	821	Finance	yes	
21.07.2023	See cash on file for 1st & second party	124.50	821	Banking	yes	
04.07.2023	Religious convocation fee	250.00		CASH	yes	
11.08.2023	TEB - Summer festival date change	140.00	822	Finance	yes	
15.08.2023	TEB - Summer festival date change	500.00		CASH	Yes	
15.08.2023	Religious convocation fee	220.00		CASH	Yes	
15.08.2023	TEB	200	824	Bank	yes	
15.08.2023	Refund for used minicar - Jarry drive	25	822	June Drive	yes	
05.10.2023	Refund for used minicar	15	CASH	Personal	yes	
15.10.2023	Reception Party Supplies	120.00	826	Bank	yes	
15.10.2023	Reception Party Supplies	100	CASH	Unbanked	yes	
11.10.2023	Drinks for bar, tables for area shop, reception for cinema night	544.50	827	Bank	yes	
04.12.2023	Christmas night drinks and cakes / minicar fuel	58.90	CASH	Unbanked	yes	
04.12.2023	Christmas night drinks	141.00	CASH	Unbanked	yes	

[illegible]

	Number	Total cost	Unit cost	Stock remaini
Face mask	66	44	£0.67	0
Large bath bombs	48	36.34	£0.76	5
Solar Bath bombs	48	29.94	£0.62	0
Lip Gloss	120	31.96	£0.27	0
Jar Candles	84	69.48	£0.83	30
Small Heart tealight	96	11.88	£0.12	0
heart tealight	150	26.85	£0.18	71
wooden ornaments	93	41.97	£0.45	0
wooden pocket hug	72	32.97	£0.46	14
Travel mug	240	£309.60	£1.29	22
Key chain and pen	156	£166.92	£1.07	52
Key chain	96	£78.72	£0.82	24
Chocolate tulips	45	22.41	£0.50	0
Choc hearts	95	63.99	£0.67	0
Little chops hearts	24	3.96	£0.17	0
little choc hearts	67	29.98	£0.45	0
Nail files	39	12.87	£0.33	0
sleep eye cover	100	31.98	£0.32	60
gold eye mask	48	16.98	£0.35	0
stickynotes	72	26.97	£0.37	30
small trolley key chain	31	£30.69	£0.99	0
bracelets	100	53	£0.53	0

Other cost Mother's Day

	7 Cellophane paper
	2.67 Ribbon
106.92	53.46 Paper bags (only half of the c
	63.13

Total 2023 expenses	£1,054.74
Mothers day takings	1714.51
Profit	£659.77

Remaining value	2023 expenses	
	£0.00	£44.00
	£3.79	£32.55
	£0.00	£29.94
	£0.00	£31.96
	£24.81	£44.67
	£0.00	£11.88
	£12.71	£14.14
	£0.00	£41.97
	£6.41	£26.56
	£28.38	£281.22
	£55.64	£111.28
	£19.68	£59.04
	£0.00	£22.41
	£0.00	£63.99
	£0.00	£3.96
	£0.00	£29.98
	£0.00	£12.87
	£19.19	£12.79
	£0.00	£16.98
	£11.24	£15.73
	£0.00	£30.69
	£0.00	£53.00
	£181.85	£991.61

cost. The other half for Father's Day

	Quantity	Unit cost	Total cost	Selling price	Profit
Pen and torch	96	0.77	73.92	1.5	
Small torches	96	0.88	96	1.5	
Beard comb	24	0.82	19.68	1.5	
Head massage	60	1.24	74.4	2	
Back scratcher	96	0.9	86.4	1.5	
Glass coffee n	96	1.14	109.44	2	
bottle opener	96	0.84	80.64	1.5	
fathers day ca	360	0.72	259.2	1	
			799.68		

OLD STOCK		New stock	
Socks	0.5	Pen and torch	1.5
Coasters	0.5	Small torches	1.5
Bamboo mugs	2	Beard comb	1.5
Little gel bottle	0.5	Head massage	2
Wrist bands		Glass coffee n	2
Pen and key ri	1	Back scratcher	2
Best dad ever	0.5	Bottle opener	1.5
Air fresheners	0.5	Cards	1
Multi colour pe	0.5		
Small flash ligl	1.5		

Father's Day p	321.07	Prizecutwholesaler
Father's Day p	679.68	Gem imports
	1000.75	

Expenses	Cost	Amount	Unit Price
Water	8.37	80	0.10
Beer carling	29.98	40	0.75
Coke	30.09	60	0.50
Fanta	35.73	72	0.50
Fruit shoots	25.74	120	0.21
Crisps	10.788	60	0.18
Prosecco	110	16	6.88
Beer fosters	31.98	36	0.89
Carling	11.99	18	0.67
Dark cider	86.76	72	1.21
Lemonade	11.94	36	0.33
Champagne flutes	52.9	200	3.78
Milk / Tea / Coffee	6.48		
Ice	22.8		
Stock used from lock up	226.00		
Value of stock remaining	-337.00		
	364.55		

Profit by stall	Income	Float	Expenses	Profit/Loss
Entrance Cash	540			
Wristbands Sum up on the c	270			
Bar (Cash)	440.5			440.5
Bar (Card)	405.82			405.82
Ice Cream Van	105	0	0	105
Wristbands Total	2983.25	20	2501.5	461.75
DJ	0	0	250	-250
Tombolas	229	60	0	169
Bar Total	846.32	50	364.55	431.77
Stallholder	240	0	0	240
	4403.57	130	3116.05	1157.52

Date	Description	Amount
15.11.2023	TEN	21
15.11.2023	Raffle	97.14
	Raindeer Food	5.27
20.11.2023	Small lottery license	40
03.12.2023	Krispy cremes	37.5
30.11.2023	Poundland - Smarties & Jelly tots	4
30.11.2023	Home Bargains - sprinkles & laces	5.93
29.11.2023	Aldi - Biscuits, Marshmallows & Icing	9.24
29.11.2023	Home Bargains -Choc coins, pens, mini candy canes, grinch cand	18.96
04.12.2023	Tesco - 10 bottles of prime	20
05.12.2023	Aldi - Cereal	4.97
05.12.2023	Smyths - 2 x teddys	35.08
08.12.2023	Home Bargains - Misc & Candy Canes	4.61
08.12.2023	The works - tape	2
08.12.2023	Tonys - Misc	4.5
08.12.2023	Misc -	48.9
		60.01

Decorate a biscuit

Item	Cost
Biscuits	2.2
Icing	1.78
Smarties & Jellytots	4
Sprinkles & laces	5.93
1 bag of marshmallows	1.29
	15.2

Bar

Item	Cost
3 bags marshmallows	3.87
Doughnuts	37.5
Prosecco	69.9
Flutes	97.98
Hot chocolate	37.99
Total	247.24

Cup Game

Item	Cost
Choc coins	4.95
Mini Candy canes	2.97
Total	7.92

Lucky Dip

Bags for lucky dip 11.97

Prizes

Total

Candy Cane Lane

Item **Cost**

Grinch Candy Canes 8.91

Extra candy canes 1.98

10.89

Tree Decorations

Item **Cost**

Felt tip pens 1.98

Glitter glue

Raffle

Item **Cost**

Raffle tickets 97.14

Lottery licence 40

1st Prize 200

2nd Prize 100

3rd Prize 50

Total **487.14**

Miscelleaneous

Balloon arch 22.95 2

Table covers 4 25.95 4

48.9

Game Prizes

Prizes tombolla & game 82.92 Lots

Prizes tombolla and ga 114.78 Lots

Total **197.7**

Reimbursed to Status

Vicky	Paid (Cheque)	
Vicky	Paid (Cheque)	
Corrine	Paid (Cash)	
Flavia	Not Paid	
Vicky	Paid (Cheque)	
Vicky	Paid (Cheque)	
Vicky	Paid (Cheque)	
Vicky	Paid (Cheque)	
Vicky	Paid (Cheque)	
Vicky	Paid (Cheque)	
Vicky	Paid (Cheque)	
Kim		1.98 candy canes
Kim		
Kim		
Flavia		

Amazon
Amazon

EBay
Amazon

Stall	Income	tokens	Expenses	Prize cost (£)	Total Expenses	Profit /Loss
Bar	279.15	0			0	0
Bar Sum Up	90.94	-34			0	0
Bar Total	370.09	-34	247.24	0	247.24	88.85
Grotto	496.15	0	195	0	195	301.15
Lucky Dip	77	3	11.97	40	51.97	28.03
Pin the nose on ruc	8.5	1	14	5	19	-9.5
Bouncy castle	220	1	135	0	135	86
Arts & Crafts	73	3	8	0	8	68
Reindeer food	21	0	10.24	0	10.24	10.76
Biscuit decoration	49	2	15.2	0	15.2	35.8
Ring toss	84.6	8	0	46	46	46.6
Glitter tattoos	24.5	0	0	0	0	24.5
Cup game	47	5	7.92	0	7.92	44.08
Name the teddy	61	3	35.08	0	35.08	28.92
tombola bottle	195	0	20	0	20	175
Candy Cane game	80	4	10.98	15	25.98	58.02
Raffle	987.5	0	487.14	0	487.14	500.36
tombola kids	165.5	4	0	5	5	164.5
Valeries catering	45	0	0	0	0	45
Misc	0	0	0	0	58.03	-58.03
TEN	0	0	0	0	21	-21
Value of prizes left	0	0	0	86.7	86.7	-86.7
Total	3004.84	34	1197.77	197.7	1474.5	1617.04

Notes
Unknown stock used
160 prizes at 25p
10 x 50p
92 x 50p
30 x 50p
10 x 50p
prizes remaining estimated
Bar stock and prizes estimated