

Park Street C of E School



PSSA AGM Minutes – 12th September 2017

Present: Catherine Mitchell (CM) Tom Neill (TN) Pippa Huggett (PH)
 Belinda Walsh (BW) Aaron Bowell (AB) Angela Tierney (AT)
 Sarah Harbert (SH)

		Action
1.	INTRODUCTIONS & WELCOME	
2.	APOLOGIES	
	Wendy-May Foster (WF), Ruth Ward (RW), Jo Jorge (JJ), Maria Georgiou (MG), Charlotte Sharman (CS), Nicola Wallace (NW), Ria Lepley (RL)	
3.	CHAIR'S REPORT	
	<p>CM gave the Chair's Report in NW's absence.</p> <p>It had been a very successful year for the PSSA, and a busy one too, with the transformation of both the infant and junior playgrounds, and a successful lottery grant application.</p> <p>We had lots of successful events including the Christmas Fayre, Dog Show, Sports Festival, the Daily Mile sponsorship, plus the reintroduction of movie nights.</p> <p>Thanks to all of our Class Reps, volunteers, parents and staff who have all helped to make these events a success.</p> <p>CM then thanked both Faye Jackson and Ria Lepley for their time as Treasurer and wished them both luck. CM said everyone was sad that NW had stepped down as Chair, after her tireless work and energy, and wished her the best of luck with her new business venture.</p>	
4.	FINANCE REPORT	
	<p>BW presented the Finance Report in RL's absence.</p> <p>Our opening balance on 01/09/16 was £2,398.46 Our annual expenditure was £10,307.96 and our annual income was £10,042.72. This leaves us with an opening balance this year (07/09/17) of £1,818.60. So we did spend more than we raised, but a lot was achieved with that money. Our main expenditure this year has been on the improvements to the outdoor facilities, this includes the willow tunnel, peace garden and herb garden and the gardening club. Almost £3,000 was paid in VAT on all of the outdoor play equipment. It was always understood that the PSSA would need to cover the VAT costs for both playground installations and so this was kept aside this year to cover this. Whilst the lottery bid was full,</p>	

	<p>we were not permitted to use any of it for the VAT but had to pay for this ourselves.</p> <p>To briefly cover some of our main fundraisers:</p> <ul style="list-style-type: none"> • Christmas Fayre raised £2,304.50 • Sponsored Daily mile raised £1,100 • Christmas DVDs and Photos raised in total £896.29 • Dog Show raised £730 • Sports Festival raised £497.82 • Kids on the Catwalk £120 	
5.	ELECTIONS OF COMMITTEE MEMBERS	
	<p>The new PSSA Committee for 2017/18 was elected:</p> <p>Co-Chair – Catherine Mitchell (proposed by BW, and seconded by TN) Co-Chair – Pippa Huggett (proposed by CM, and seconded by BW) Secretary – Belinda Walsh (proposed by CM, and seconded by AB) Treasurer – Tom Neill (proposed by CM, and seconded by SH)</p>	
6.	CLASS REPS	
	<p>CM gave an update on the class reps. Philip Bak has stepped down as Year 2 Rep, and Jason Pudephatt has stepped down as Year 3 Rep. CM thanked them for their time and help.</p> <p>Class Reps are needed for Nursery, Reception (now that PH has taken on the Co-Chair role) and Year 2.</p> <p>The current Class Reps for 2017/18 are: Nursery – currently no Rep Reception – currently no Rep Year 1 – Aaron Howell Year 2 – currently no Rep Year 3 – Frith Thomson Year 4 – Jo Jorge Year 5 – Angela Tierney/Charlotte Sharman Year 6 – Maria Georgiou</p>	
7.	BUNNINGS SAUSAGE SIZZLE	
	<p>Our first big event of this academic year is the Bunnings Sausage Sizzle on Sunday 24th September. BW said we already had a number of parents who had volunteered and also offered us help with the Costco shop.</p> <p>BW asked reps to put a message out asking for bakers and other volunteers.</p> <p>CM will circulate rota to reps.</p>	
8.	FUNDRAISING FOR THE YEAR AHEAD	
	<p>BW and CM presented the proposed events calendar for the year ahead. The plan is to confirm dates for all of the events and then circulate to all parents, so that everyone knows what's coming up and has plenty of notice.</p> <p>AB suggested an event for Mother's Day, where kids bring in a small gift and then there is a shopping events in the hall after school (similar to tombola donation and Secret Santa room at the Christmas Fayre).</p>	

	SH suggested offering refreshments at the upcoming parents' consultations.	
9.	CHRISTMAS MARKET	
	<p>CM and BW spoke about the idea of a scaled down Christmas Market/Fayre to be held on Friday 1st December after school (exact timings TBC).</p> <p>All agreed that despite the success of the Christmas Fayres over the past few years it puts a lot of pressure on a small number of volunteers and takes a lot of time setting up and packing up/cleaning. Although a smaller event is unlikely to raise as much money there are lots of other good fundraising opportunities around that time of year with the sale of the children's Christmas cards along with play photos and DVDs.</p> <p>It was agreed that the Christmas Market/Fayre would be the main focus of the next PSSA Meeting.</p>	

The next PSSA meeting will be on Monday 16th October at 7.30pm.