

Annual General Meeting 27th September 2017



PARENTS & FRIENDS
ASSOCIATION

Agenda

- Welcome and Apologies
- Report from the Chair (Stacey)
- Report from the Treasurer (Matthew)
- Message from the Head of the School (Mark)
- Message from the Board of Governors
- Proposed 2017/18 Priorities and Roles
- Election of the Committee Members
- Any other Business
- Close of Business

SJSJ PfA

Parents (P) & Friends (f) Association (A)

PfA-led SJSJ Activities:

- One Key Fundraising Activity per Term
(Christmas Market, Quiz Night, Summer Fair)
- One Pub Parents 'Meet-up' per Term

Economics of fundraising in a small school =

TIME + DONATIONS

easyfundraising



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and Beauty ▾

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Hi Stacey, you support St James & St John CofE Primary School PFA - Westminster, London

You've raised...



You've raised...
£11.13

In the last 30 days...
0p

Your cause



Your cause has raised...
£185.50

No. supporters
19

Your latest donations



Supporter leaderboard

Treasurer's update

Matthew Gream

Treasurer's report (1): summary

Opened at £2,750 ('17: £3,904)

Raised £7,126 (£5,393) through

- Christmas Market & Cards £1,723 (£1,374)
- Mother's Day Tea £338 (£380)
- Street Fair £198 + £860* (£291)
- Summer Fair, incl. Raffle £2,196 (£2,694)
- School Disco / International Day £640 (£0)
- Quiz Night £970 (£0)
- Easyfundraising £100 (£0)
- Donations £100

Spent £4,618 (£6,547)

Closed at £5,258 (£2,750) (banked)

* Extremely generous donation from the Lancaster

In-Curriculum support (£2842), to enhance curriculum based education in the school --

- Athletics license (£958)
- Digital Cameras (£234)
- Cornerstones (£1650)

In-Community sponsorship (£667), to enhance education in, and engagement with, the community --

- Excursions (£667)

Playground equipment (£478), Year 6 Leavers (£250), Easter Eggs (£40), EoY celebration prizes (£56), Children's play costumes (£180), Sports Day Equipment (£82), End of year Gifts (£25)

Treasurer's report (2): accounts

accounts spreadsheet:
<https://goo.gl/Aehrdn>

INCOMING

	2015/16	2016/17
Christmas Cards/Mkt	£1,374.31	£1,722.92
Mother's Day Tea	£380.88	£338.50
Street Fair	£291.90	£197.95
		£860.00
Summer Fair	£2,694.11	£2,196.57
Merchandise	£152.38	£0.00
Donations	£500.00	£100.00
Easyfundraising	£0.00	£100.12
Disco / Quiz / Intl Fair	£0.00	£1,609.93
	£5,393.58	£7,125.99

OUTGOING

	2015/16	2016/17
In-Curriculum	£2,975.00	£2,841.54
In-Community	£2,286.60	£667.00
Reward/Recognition	£250.00	£330.33
Entertainment	£349.56	£40.10
School Equipment	£255.49	£739.61
PFA Equipment	£430.74	£0.00
	£6,547.39	£4,168.58
BALANCE	£2,750.35	£5,257.76

- Raised ~30% more, mainly due to the School Disco, Quiz Night and International Fair
- Spent ~36% less, mainly due to deferred items (e.g. books) and less excursions

Treasurer's report (3): notes

- Now into the fourth year of PFA, with generally similar operating model, events, and funds incoming and outgoing – reasonably predictable
- Increased number of smaller events (Quiz Night, International Day, Disco) driven by school, were valuable community building and helped add £1600 in revenue
- Still not tapping into local businesses as well as we could, which would be a route to step change incoming funds
- Generally want to ensure that a high proportion (60%-80%) of funds go to support curriculum related education (whether in-school, or in-community), and the rest to entertainment, rewards/recognition, and non-essential equipment

Treasurer's report (4): budget

Have £5K in the bank

Expect to raise from £5K to £7K

Budget set at £9K

Would leave a rollover of £1K to £3K

£5K now available

£2/2.5K becomes available each term

Category	Target	Allocated
Curriculum (in-school)	£2,700 30%	£2,500 <ul style="list-style-type: none"> • Cornerstones funding -- £1,500 • Athletics subscription -- £1,000 • Book funding -- £1,000
Curriculum (in-community)	£2,700 30%	£1,600 <ul style="list-style-type: none"> • Excursions and visits -- £1,600
Programmes/Initiatives	£1,800 20%	£2,000 <ul style="list-style-type: none"> • PE/Playground equipment -- £500 • Music equipment -- £500 • EYFS outdoor equipment - £1,000
Entertainment & Reward/Recognition	£900 10%	£250 <ul style="list-style-type: none"> • Year 6 Leavers - £250
PFA operational equipment/etc	£900 10%	£50 <ul style="list-style-type: none"> • Card reader -- £50

Annual General Meeting Business

Proposed 2017/2018 Roles

- Committee includes 6-12 elected today, to include:
 - 3 officers (chair, secretary, treasurer)
 - 8 class reps (*hopefully many of the same* :)
 - 1 more (*if needed*)
- Committee includes Parent Governors automatically (beyond the 6-12)
- Key roles we need we need ownership of in the Committee?