



West Hill PTFA Minutes

5/12/2024

Attendees: Cathy Armstrong(chair); Tom Badley (treasurer); Marianne Tomassi (secretary) ; Rachael Jewell; Nik Nash; Rob Pantling; Michael O'Leary; Kaylee Smith; Cheryl Bolton.

Accounts update

The Halloween disco raised £500.

The income from the ball was £8127.03, expenditure was £4265.35, profit £3861.68. £3000 was made from the raffle. £600 profit on alcohol. Gift aid to be added on top.

Total fundraising (with the cash omissions and '23 content missing) £11, 175.89 profit. There will be gift aid to claim on top of this which is estimated to be around £2,000, but requires the accounts to be completed.

In summary, a successful fundraising year with significant underspend on the school, only £2,376.02 (although expenditure from before Xmas '23 is currently unknown) compared with previous years which hit £12-15k.

We are still trying to get account access in order to complete accounts.

Funding Requests

- Reception request for:
 - games, puzzles, books and resources to stimulate and promote gross and fine motor skills up. No specific list as of yet.
 - Request for blocks to use in the big playground, £230- 258
 - Money towards a class trip to Bear Town.
 - Replacement of worn out toys e.g. home corner, scooters, small world toys etc
 - NB- Specific items are required, but principle of spending circa £3000 was agreed.
- Yr 1 & 2- replace outdoor trunks for toy/ equipment storage. £169.99 for trunks and £43.99- 44.99 for the equipment.
- Yr 3 request for:
 - Contribution to trip to RAMM £139.50
 - DT resources £15.57- £21.99
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- Yr 4 request for some new table top games varying in price from £7.99- 19.99 in total. There was also a request for stationary items, however Mrs Bolton felt this could be covered within school budget.
- Yr 5 requested new dictionaries. £161.25 in total.

- Yr 6 requested:
 - a digital camera and camcorder £189 in total. PTFA requested that additional research was done into proposed make and model to ensure it was a quality item.
 - New dictionaries totalling £53.75
 - Busy Ants text books totalling circa £150
 - Fabric for DT stocking making project, £100 towards materials
- Other- RE curriculum resources, £370
- Headphones for Chrome books £149.90

All agreed with comments as noted.

Forthcoming Events

- April Disco: Provisional date of 27/03 suggested. Cathy to review PTFA literature to confirm the legal ratio for parent helpers at disco's to avoid need for parents to stay.
- Cake sale: 16/05 arranged by Reception and Yr 3. 3 volunteers required. Suggestion to have two cake tables, one outside KS1& 2 to sell cakes quicker and reduce queues.
- Summer fete: 28/06. Charging & number of stalls to be reviewed. Public liability insurance to be confirmed. Cathy advised starting prep for fete 4 months in advance.
- Winter Ball: Sat 15th Nov. Ball Committee have it in hand.

Changes to leadership

Cathy Armstrong and Marianne Tomassi to step down from their posts.

Tom Badley (former Treasurer) voted in as Chair, Rachael Jewell voted in as Treasurer & Nik Nash appointed as Secretary.

Any other business

Tom Badley confirmed that all accounts information is now located in Cloud based storage for easy access.

Jo Bromley has requested that a new volunteer to be the PTFA village hall rep. Kaylee Smith agreed to speak to Jo to find out more about the requirements.

Mrs Bolton has requested that the PTFA tidy their cupboard in the village hall as it is currently very untidy. The new committee to agree a date in the new year to undertake this work.

PTFA to arrange drinks in the new year to attract additional members.