

# BENHALL ST MARY'S SCHOOL PTA – AGM MINUTES

## MINUTES OF MEETING 9am, Wednesday 17<sup>h</sup> OCTOBER 2018

**ATTENDEES:** CHAIR : GENNY CARRICK-COWLIN (GCC)

NANETTE TEAGUE (NT), REBECCA PECK (RP), KATRINA MANN ( KM), JENNY EAVES ( JE) HAYDEN MORRIS (HM) , BRIDGET REVELL (BR) ANGELA PEARCE (AP)

**Apologies :** KATIE JENKINS (KJ), LYNETTE CARTWRIGHT (LC)

### Minutes of AGM 2017

All Agreed minutes of the last AGM meeting signed off

### Finances

Becky Presented last years accounts. Year end 31<sup>st</sup> August 2018. See attached.

Total income for the year £5388.64 This figure includes grants. Total spend £2706.90

### Election of Officers

Chair : ( JE) Proposed by (GCC ) Seconded by (BP)

Treasurer : ( NT) Proposed by ( KM) Seconded by ( BP)

Secretary : ( KM) Proposed by (JE) Seconded by (GCC)

Charities commission (GCC) and (BP) to be removed from register. (HM) Happy to be registered on the Charities commission as a trustee

### Review of Activities 2017-2018

A discussion took place with regards to last year fund-raising events

The Film nights was a good income, (JE) keen to rectify projector problems before these continue.

Sponsored walk generated good income, easy to set up. ( AP) suggested a different venue next year, may encourage more children. As slightly lower numbers to last year, although another local event was on at the same time. And maybe changing the time of year.

Agreed to continue play raffles : this years final play 10<sup>th</sup> / 12<sup>th</sup> December.

### AOB

Canopy : Due to start this week. Becky advised we need to send out Thank you letters to EDF, Adnams, SCC, Suffolk Coastal DC , Halesworth Lions after canopy finished.

Thank you to Adnams needs to be done – Maybe in the Ebb & Flow for the sandpit.

(JE) has approached ( KJ) with regards to having a noticeboard for PTA news. (KJ) has offered the middle blackboard. It was discussed to add colour to make it stand out. Possible totaliser for funds.

There being no further business the meeting was closed at 9.45 am

Next PTA meeting 7<sup>th</sup> November 2018

# BENHALL ST MARY'S SCHOOL PTA – AGM MINUTES

## BENHALL ST MARY'S PRIMARY SCHOOL

### PARENT TEACHERS' ASSOCIATION (Registered Charity No. 1051663)

#### Income and Expenditure Account for year ended 31st August 2018

2017	INCOME	2018	2017	EXPENDITURE	2018
£1,713.67	Get Out Get Active	£2,750.00	£0.00	Shed/Sandpit(Adnams Grant	£1,301.67
£836.40	Summer Fete *	£879.07	£0.00	Lego Shed/Library	£1,000.00
£0.00	Film Night	£364.00	£350.00	Christmas Craft Afternoon	£159.07
£695.35	Sponsored Walk	£359.19	£104.00	Leaver Mugs	£121.50
£263.89	Tuck Shop *	£306.24	£63.00	NCPTA Membership	£65.00
£100.00	Christmas Raffle	£136.00	£31.00	Accounts	£30.00
£103.50	Christmas Cards *	£105.00	£9.00	Engraving	£4.50
£106.00	Summer Play	£98.00	£931.08	Playground Painting	£0.00
£81.10	Book Day	£85.30	£103.49	Bandstand Cushions	£0.00
£0.00	Oaks Play Raffle	£75.00	£65.35	Sample Uniform	£0.00
£107.00	Gift Aid	£60.00	£48.00	Pre-School Donation	£0.00
£0.00	Bags 2 School	£48.00	£32.29	Comic Relief Donation	£0.00
£96.00	Books Bags	£40.50			
£19.99	Easy Fundraising	£38.34			
£0.00	Valentine Disco	£34.00			
£17.80	Miscellaneous	£10.00			
£101.79	Easter Raffle	£0.00			
£96.00	Clothes Recycling	£0.00			
£53.00	Dress Down Day	£0.00			
£40.00	Music Magpies	£0.00			
£5.00	Plant Sales	£0.00			
	Excess of Expenditure over Income	£0.00		Surplus of Income over Expenditure	£2,706.90
£1,138.05		£0.00	£0.00		£2,706.90
<u>£5,574.54</u>		<u>£5,388.64</u>	<u>£1,737.21</u>		<u>£5,388.64</u>

Items marked \* are the net amounts

#### Balance Sheet as at 31st August 2017


Capital Account		Represented by:	
Balance as at 1st September 2016	£5,579.04	Current Account	£8,285.94
plus surplus of Income over Expend	£2,706.90		
	<u>£8,285.94</u>		<u>£8,285.94</u>

I certify the above to be a fair and accurate statement of the Revenue Account and of the balances held by the Parent Teachers' Association of Benhall St Mary's Primary School.



Treasurer

I have examined the Income and Expenditure Account and the Balance Sheet with the records and confirm that, in my opinion, they give a true and fair view as at 31st August 2018.



G M Lingley FFA, FFTA, MICM.  
8 October 2018