

## **Trinity School PTA AGM**

### **Chair Report**

The time has come for me to step down after an eventful two years in the roles of Vice Chair and Chair of the PTA. Due to work and other commitments, I'm no longer in the position to provide as much time as I would like, although I'm still happy to help the PTA Committee with future events.

The Committee has done an amazing job in the last year supported by Steph Cox (Vice Chair), Alastair Wilson (Treasurer), Angela Bingham (Secretary) and other helpers including Mel Watson, Natalie Coen, Kathryn Protheroe, Emma Ross McNairn, Claudia Galveo, Ilona Rawlins and Liz Timoney-White.

Alistair Wilson and Lisa Stroud will remain as signatories for the PTA bank account.

However, the PTA is still short of members with just a handful of persons attending meetings and running events. To try to increase support, we varied the timings and venues of meetings between breakfast, 3.30pm and evenings held at the school, Oakley Hall (so younger siblings could play) and homes.

During the last year, the PTA continued to focus on social events to regenerate funds in the account. We have raised £1795.35 from 7 events, the most successful of which was the Quiz Night which raised over £500.00

The recent Used Uniform Sale proved to be very popular raising £256.00. It took a lot to organise, but I'm pleased to say that we now have a new system for the PTA to help parents sell clothes and Lisa Stroud has kindly offered to manage in the future.

Other events such as the Swim BBQ, Prep Disco, Senior Disco at Enigma and the Prep Movie Night were thoroughly enjoyed by the children and raised £858.35.

The PTA also organised discounted tickets to see the pantomime Aladdin last Christmas which was very popular across the school selling over 160 tickets (and raising £160 for the PTA!)

Monies raised by the PTA this year have provided funding for a range of projects, nearly £1,800 for the new cinema sound system in the Salle. This will benefit the whole school providing superior sound and visual effects for future events such as school shows, movie nights and sporting events. Local community groups such as the Rotary Club have also expressed an interest in the hiring the Salle for their events.

Furthermore, funding of over £1,100 has been agreed for storage equipment for Prep Lodge, two new cookers for Prep and tents, equipment for Ten Tors/Duke of Edinburgh and furniture for the Senior School common rooms.

We raised £213.52 from Easyfundraising for the period 1 April 2017 – 13<sup>th</sup> Jan 2018 from our supporters shopping on certain websites. We have continued to advertise Easyfundraising throughout the school and social media and hope the numbers of our supporters increases in the future.

There has been more involvement from the Senior School with increased attendance from teachers and parents at meetings and events which will hopefully increase in the future.

Finally, the PTA would like to thank Lisa (Prep Office), Lindsay & Natalie (Senior Office), Mr Larkman (our quizmaster) and Steve Wickham (kindly donating ice creams for Prep Movie Night) and all the other teachers and parents that have supported us this year.

## **TREASURER'S REPORT**

The overall fundraising projects this year generated profits of £1,795.35, with an additional £213.52 from Easyfundraising.

The Quiz Night was a big success generating an income of £521 closely followed the Swim BBQ which raised £307.35 despite the terrible weather, proving that the children love to swim come rain or shine!

The child focused events such as the Prep & Senior Discos and Prep Movie Night were enjoyed by all and are relatively easier to run compared to other event, resulting in a profit of £551.

Other events such as the Pantomime tickets and Used Uniform sale generated £416 as we had no expenditure costs.

The total amount agreed for funding requests is higher than last year but the PTA felt strongly that they wished to support the new cinema sound system in the Salle.

### **Liabilities**

As shown in the accounts, there remains a liability of £622.50 based on the invoice value from the Bursar for the St Patricks Nights catering. The invoice was (dated 11<sup>th</sup> August) was sent to me (Alastair) in early Sept for payment. I contested the amount as the original agreement was £300, I wrote to the Bursar, and received confirmation on the 2<sup>nd</sup> October that the full amount was required to be paid. I raised the issue via a formal letter (via email) to the Headmaster on the 29<sup>th</sup> October. I received a response on 2<sup>nd</sup> November confirming that the Headmaster would look into the matter.

Nearly one year has past since the event took place and it is now my assumption that this debt has been written off by the school and no amount is due, unless I am so informed otherwise.

Our end of year balance (Jan 18) is shown below

Closing Balance with St P N	<b>£1,681.57</b>
Closing Balance excluding St P N	<b>£2,304.07</b>

### **Treasurer Position**

I have been a very poor treasurer. Due to work commitments that often require me to be away (including tonight) I rarely am able to attend meetings to events. Furthermore as we bank with Barclays which doesn't open on a Saturday I can only bank PTA funds when on annual leave and available. This means that during the last year I visited the bank on three occasions.

I am happy to step aside and resign as Treasurer, however if no one is willing to take over this responsibility then I would ask that someone would help with banking the PTA funds after events to support the timely processing of income (especially cheques).

## TRINITY SCHOOL PTA – END OF YEAR ACCOUNTS

### Income and Expenditure for the year ended 31.03.2018

#### Income from events

Event	Net Banked
SPN March 2017*	£827.10
Swim BBQ	£307.35
Quiz Night	£521.00
Prep & Senior Disco	£335.00
Easy Fund Raising	£213.52
<b>Total banked</b>	<b>£2,203.97</b>

Event	To be banked
Pantomime	£160.00
Prep Movie Night	£216.00
Used Uniform Sale	£256.00
Cash in hand (circa)	£40.00
	<b>£672.00</b>

\*shown in accounts as  
banked during the period

<b>Funds raised during 17/18</b>	<b>£1,795.35</b>
<b>Inc Easy Fund Raising</b>	<b>£2,008.87</b>

**Overview of Bank Account  
Movement**

<b>PERIOD</b>	<b>START BALANCE</b>	<b>MONEY IN</b>	<b>MONEY OUT</b>	<b>END BALANCE</b>
<b>March 2017</b>				<b>3824.34</b>
April 2017	£3,824.34	£62.48		£3,886.82
May 2017	£3,886.82	£90.85	£1,803.24	£2,174.43
June 2017	£2,174.43		£124.00	£2,050.43
July 2017	£2,050.43			£2,050.43
August 2017	£2,050.43	£912.76		£2,963.19
Sept 2017	£2,963.19			£2,963.19
Oct 2017	£2,963.19			£2,963.19
Nov 2017	£2,963.19			£2,963.19
Dec 2017	£2,963.19	£1,137.88		£4,101.07
Jan 2018	£4,101.07			£4,101.07

Outstanding				
Liabilities	Cinema cheque		£1,797.00	
	St Patricks Night		£622.50	
Closing Balance with St P N				<b>£1,681.57</b>
Closing Balance excluding St P N				<b>£2,304.07</b>

Total Deposits                      £2,203.97