

---

## St Edward's School Association AGM Minutes 16<sup>th</sup> October 2018

---

*Meeting Held: In the LRC at St Edward's School Poole at 7.25pm Chair: Robert Stanley*

### **Present**

Robert Stanley (Chair)

Teresa Stanley (Treasurer)

Juliette Johnson (Secretary)

Mike Antram (Headteacher)

Chris Farrow (Assistant Head)

Marie Lane (Business Mgr)

Charly Eastwood

### **Welcome**

Robert Stanley opened the meeting at 7.25pm with a welcome to everyone attending the Annual General Meeting and a prayer was given by Mike Antram.

### **Apologies**

Apologies received from Rachel Neville-Jones.

### **Adoption of the Minutes from the Previous AGM**

The Minutes of the previous AGM held on Tuesday 10<sup>th</sup> of October 2017 were reviewed by all present and were adopted and signed by Mr Robert Stanley

### **Matters Arising from the Minutes**

*'The need for more parents to join the Association as mentioned in the Chairs Report at previous AGM's'*

Marie stated that this was still something that needed to be accomplished.

### **Chairman's Report**

The 2017/18 scholastic year has been a very challenging one for the school association for several reasons. We lost some key members of the school association, Simon (Chair), John (Treasurer) and Mary. Unfortunately, despite great efforts we were unable to recruit any new members. This has left us very light in numbers and unfortunately, we have had to review what we could achieve with so few.

Our Christmas event last year proved that we were struggling. The huge success of the event had overwhelmed us leaving several issues to reflect upon before making the decision on holding any future ones. Fortunately, we have found potentially the answer and hoping to make this a great success this year too. We are once again very grateful to a couple of past members who are still happy to help us out.

On a positive note, our annual quiz night was another success and thanks to ex member John this will continue annually.

Unfortunately, we had to postpone plans for this year's Summer Fayre and Classic Car show due to once again not having enough members or guaranteed helpers on the day. A sad and frustrating situation considering how well we have made this event grow over the past four years. Numbers have grown with the amount of public coming through the gates and this was growing into a popular community event. The Classic car owners thoroughly enjoyed the relaxed atmosphere of our event and we were getting more owners supporting us every year. I know that there was a lot of members

that were disappointed that we weren't continuing in 2018 which shows their support for our school. These figures make interesting reading.

Classic cars on display.

2014 - 1

2015 – 12

2016 – 26

2017 – 47

The local emergency services were also very keen on supporting us. RNLI, Fire, Police, Paramedics, Coastguard all attended. Financial backing from Barclays, Tesco community team and of course visits from the town crier and mayor of Poole.

The knock-on effect with losing out on holding events like this, is the loss of funds coming through. The last Summer fayre making almost £2,500. This has made the task of accepting all financial bids difficult in recent months as the funds are diminishing now. A stricter review will now be taken on all bids until we can get numbers in once again.

We have been able to support funding for worthwhile causes this year including nurture group equipment, bee hive, dyslexia toolkits, student reward scheme and sports hall floor protector.

A very successful project this year has been the sales of second-hand school uniform. All I can say is that I think we have all been blown away with how popular it has been and a special thanks must go to Rachel for all the collecting and washing and of course selling along with Charly and Juliette. The money keeps rolling in for it too.

I personally wish to thank every one of the school association team for everything you have achieved and it's great to work with such an enthusiastic group which shines through within our successes.

The future...

Hopefully the fresh approach to the school association will bring a renewed interest for people. We are now the 'Friends Of St. Edward's' and hopefully it won't sound so stuffy or old fashioned. The aim is not to just be restricted to having parents involved. With the friends of group, we would be able to have parents, grandparents, ex pupils etc. Members wouldn't have to leave just because their children have left the school either. However, if we cannot recruit new members this time next year we will also lose our secretary, Teresa will step down as treasurer, and I will step down as chair to allow a new person to start up. I am happy to support on committee for our final year with the school with our new fresh team. Here's to a bright and exciting future at St. Edwards.

Rob Stanley - Chair

### **Adoption of the Chairman's Report**

Juliette and Charly adopted the Chairman's Report.

## Treasurer's Report

The Treasurer's Report has been reproduced below.

### St Edward's School Association Finance Report 2017/18

#### Financial Highlights

Opening Balance: £4,693.20

Funds Raised: £2,818.31

Expenditure: £5,010.57

Closing Balance: £2,500.94

#### Commentary

This year we have concentrated our efforts around the Christmas Market along with the quiz evening and second hand clothing sales. All of these have proved popular and generated profits.

#### Event Profit & Loss

Event	Profit/Loss	Comments
Quiz	£246.75	Compared to last year this was a loss of E64.75 with fewer attendees than previous years
Christmas Evening	£1001.66	Well supported and a great evening, slight profit of E48 on previous year; this year we will not be selling alcohol and therefore alcohol licence will not be required
Second Hand school uniform	£169.40	3 sales of second hand clothing at the end of last year - great achievement
Battle of the Bands refreshments	£48	To consider prices for future such events as possible under priced, particularly sweets
Summer Fete & Classic Cars 2018		Did not go ahead and therefore a potential loss of over £2,000 base on previous years

#### School Events Funded

Old Folks Christmas party	150
Student reward scheme	500
SENCO / SEND	885
Floor covering contribution	1500
Beehive and leafblower	1379
Other Misc Expenses	£596.57

A total of £5,010.57 has been spent on a variety of school projects which have been presented at our regular meetings. Other miscellaneous expenditure is on the accounts as Other PTA expenses but mainly reflects costs around events such as meals at Quiz evening etc. NCPTA membership which provides us some insurance cover is included in the Running Expenses line. A noteworthy point however is that the miscellaneous expenditure this year is only £596.57 which is 1/3 that of last year.

Included in these accounts is the Barclays Fund Matching from the Summer Fete 2016/17 which had not been received by the end of August 2016/17 so is recognised in the 2017-18 accounts and totals £789.95 of our income for 2017/18

Funds raised this year are just over £2,800 which is down by over £2,000 on the previous year.

Teresa Stanley  
School Association Treasurer

## Accounts Report

*10/10/2018*

**St Edward's PTA**  
**2016/17 Accounts Report**  
*2017/2018 16/10/18*

**PTA Year September - August** As at 31.08.2018

---

<b>Balance from previous year</b>		
Current Account (statement 71)		£4,621.25
Cash		£71.95
		<b>£4,693.20</b>

**Income**

Quiz night		£467.00
quiz night refreshments		£14.00
quiz night raffle		£47.11
christmas market stalls		£530.00
outstanding summer fayre		£70.00
tesco		£12.50
book stall		£57.80
raffle		£43.55
refreshments		£79.40
admissions		£397.00
PTA stall		£20.50
Barclays fund matching Summer fayre		£789.95
battle of the bands refreshments		£105.10
second hand uniform		£87.40
second hand uniform		£45.00
second hand uniform		£37.00
book stall		£15.00
		<b>£2,818.31</b>

**Total Funds raised** **£2,818.31**

**Expenditure**

**St Edwards PTA Funded**

student reward scheme		£500.00
christmas lunch event		£150.00
SENCO £500, SEND £385		£885.00
floor covering contribution		£1,500.00
Beehive and leaf blower		£1,379.00
		<b>£4,414.00</b>

**Other PTA Expenses**

quiz night prizes		£13.83
milk and gift to John		£6.53
fish and chip meals		£261.00
mulled wine and juice		£36.80
alcohol licence		£25.00
christmas lights		£38.99
larger, wine and soft drinks		£37.10
Cans for Battle of the Bands		£35.89
Chocolate for battle of the bands		£22.43
PTA UK		£117.00
		<b>£596.57</b>

**Total Expenditure** **£5,010.57**

**Carried Forward to next year** **£2,500.94**

**Account Balances**

Current Account (statement 79, May 2017)		£2,115.32
Cash		£385.62
		<b>£2,500.94</b>

PTA Variance £0.00

1 summer fayre chq not signed C/A Variance £10.00

## Adoption of the Treasurer's Report

Charly and Chris adopted the Treasurer's Report

### **Amendment to the Name and Constitution of St Edward's School Association**

The General Meeting voted unanimously to a proposal put forward by Teresa Stanley to approve the change of name of St Edward's School Association to The Friends of St Edward's. The Constitution will also be changed to that of a Friends.

### **Election of Chair, Vice Chair, Secretary and Treasurer**

No formal nominations were received for any of the executive roles prior to the AGM. Following confirmation from those in the executive roles that they would be willing to remain in their posts for one more year only the following members were duly re-elected.

Chair – Robert Stanley

Proposed by Juliette Johnson and seconded by Teresa Stanley

Treasurer – Teresa Stanley

Proposed by Charly Eastwood and seconded by Juliette Johnson

Secretary – Juliette Johnson

Proposed by Teresa Stanley and seconded by Robert Stanley

### **Any Other Competent Business**

No other competent business was discussed.

### **Conclusion of AGM**

Meeting concluded at 8.10pm.