

Minutes from Brookfield PTA Annual General Meeting on Tuesday 4th October 2022

The meeting was quorate.

Rob Minto outlined the last financial year's fundraising activities, and that Graeme Blyth had agreed to take over as treasurer over the course of the coming year, allowing time for a full handover. Election of Graeme as Treasurer was carried unopposed.

Rob talked the meeting through the summary of the accounts Aug '20 – Aug '21. A large part of this was the period of covid and lockdowns where several events were cancelled. So the amount in the account was high at the start and went down as backlog payments were made. £11k was raised overall, less than in a normal year, but cushioned by money we had in the bank. Currently we have £25k+ in the bank, which is a good cushion. The accounts have been audited and were approved by the meeting. They will now be submitted to the Charity Commission.

We moved to discussion of allocation of money for the current year.

Laurel introduced the discussion, thanking everyone for their efforts. She talked about the importance of coming together as a community, the recent Community Day and the volunteering happening at the school. She acknowledged the financial challenges the school is facing, and gave an update on the plans for the forest school garden on the school site, and hoped that the planned PTA auction could be focussed on fundraising for this.

There followed a general discussion, including a call for the school and PTA to be open with parents about the scale of the financial challenge, with the suggestion of a target for fundraising to help quantify how much we need to raise.

There was a discussion of the upcoming letter going out to parents and carers about voluntary financial contributions.

We discussed planned fundraising events, including the Winter Fair, Quiz, Auction (in spring of '23) and other plans. Bake sales will continue throughout the year. Christmas card packs are due soon. We discussed ice cream/lolly sales for next summer.

And whether we can set up a webpage with specific links for donations (£xx is the cost of providing yyy for one child / year group / the whole school) so that what donations will pay for feels more tangible.

There was discussion about a regular Film Club. Laurel said that the school is staffed almost every evening as rooms are leased by external clubs, so we could have a free space to show films, and it would be a warm space. We discussed no entry fee, asking people to pay what they can afford as they leave.

Nicolai will discuss further with Julia and Javier, and ask for other volunteers to help organise (what projection equipment do we need / which films to show etc)

Brookfield Primary Association AGM

Oct 4th, 2022

AGENDA

1. Introductions
2. Report on the Association's activities since last AGM
3. Election of the committee *
4. Treasurer and Trustee report - approval of accounts **
5. Allocation of money for 2020-21. Proposal will be distributed prior to the AGM **
6. Fundraising ideas and events - roll out of direct giving campaign
7. AOB

Notes

* The current officers are:

Co-Chairs: Sophie Wong, Nicolai Gentchev

Treasurer: Rob Minto

Rob will be stepping down as Treasurer in 2022-23. Graeme Blyth has agreed to take over, pending approval. Sophie and Nicolai are continuing with their roles but as Sophie & Nicolai will have co-chaired for 2 years, we are keen to hand over to new people over the next year.

** separate documents available on the Brookfield website