

**Sherwood Primary School  
Parent Teacher Association  
Supporters of Sherwood**



## **COMMITTEE MEETING**

**21<sup>st</sup> September 2022**

**Held via Zoom at 7.30pm**

## **MINUTES OF MEETING**

### **In attendance:**

Jodie Lumb (head)  
Laura Linton (chair and taking minutes)  
Karen Screen (treasurer)  
Louisa Lawn  
Venkat Nallamilli  
Lesley Thomas  
Asma Shakoor  
Saima Iqbal

### **Apologies**

Lyndsay Dickinson  
Phil Welsby  
Nick Johns

### **Approval of minutes of the last meeting**

All confirmed and correct

Ongoing actions from previous meeting: JL continuing to look into prices for a carpenter to carve wooden benches.

KS to look into gift aid as events arise and what that means for each event

KS gave feedback from Asda Community Champion that our bid for funding for the wooden benches was declined as they felt in the current economic climate they were a luxury item and not a necessity. All present said they understood this standpoint.

### **Matters arising (not covered elsewhere on the agenda)**

Non recorded or discussed

### **Financial report**

KS reported currently £5,859.30 in bank.

Total raised last year: £6886.45.

Total donated to school: £4210.67

Karen gave breakdown of what individual events raised (financial report saved on Onedrive).

<b>Breakdown of Events income and Expenditure</b>				
<b>Event Date</b>	<b>Event Description</b>	<b>Income</b>	<b>Expenditure</b>	<b>Profit</b>
Accounting Year 21/22	<a href="#">Lottery</a>	£ 1,434.80	£ 20.00	£ 1,414.80
Accounting Year 21/22	<a href="#">Easy Fundrasing</a>	£ 116.78	£ -	£ 116.78
Accounting Year 21/22	<a href="#">Stamptastic</a>	£ 3.37	£ -	£ 3.37
01/09/2021	<a href="#">Flamingo</a>	£ 50.68	£ -	£ 50.68
17/12/2021	<a href="#">Xmas Hamper (Lucky Squares)</a>	£ 733.00	£ -	£ 733.00
17/12/2021	<a href="#">Christmas Raffle</a>	£ 1,593.00	£ 490.99	£ 1,102.01
01/11/2021	<a href="#">Uniform Shop</a>	£ 274.00	£ -	£ 274.00
03/03/2022	<a href="#">World Book Day Book Swap</a>	£ 381.50	£ 31.94	£ 349.56
24/03/2022	<a href="#">School Disco</a>	£ 775.00	£ 525.49	£ 249.51
25/05/2022	<a href="#">Jubilee Fair</a>	£ 4,294.20	£ 1,775.93	£ 2,518.27
June/July 2022	<a href="#">Ice pops</a>	£ 152.46	£ 55.00	£ 97.46
20/07/2022	<a href="#">Krispy Kreme Doughnut Sale</a>	£ 415.00	£ 258.00	£ 157.00
Accounting Year 21/22	<a href="#">Miscellaneous</a>	£ -	£ 179.99	-£ 179.99
<b>Total</b>		<b>£ 10,223.79</b>	<b>£ 3,337.34</b>	<b>£ 6,886.45</b>

HMRC have requested that a tax return be completed (KS thinks this is because we are now a registered charity) KS to look at completing this. Louisa commented that her sister is an accountant and may be able to offer support if needed.

Accounts are now completed for last year and require Mr Quirk to audit.

**LL to look at creating a flier for parents to share how much was raised by each event**

**Headteacher's/School wish list**

Discussion re outdoor classroom- Mrs Lumb discussed current pressures on school in terms of energy bills in current economic situation and that school would be unable to prioritise contribution to this project this academic year.

Mrs Lumb suggested raising funds for iPads within school as with the current economic situation this budget is being stretched and reduced. VN asked about the value of these iPads if they were to be funded, Mrs Lumb discussed immense benefit for children's independence, oracy skills, research skills and home school links. KS asked how often IT equipment needs to be updated, Mrs Lumb discussed system in school were iPads are passed down through school as they age as younger years don't require them for as complex tasks.

**All present agreed to raise funds for iPads in this academic year.**

Book drop- book for every child- September/October this has already been contributed for this academic year

#### **Uniform shop update**

LL update- trying to get parents to check inventory online and send envelopes with money in rather than making requests via facebook.

**Next sale 9<sup>th</sup> December- SI offered help to set shop up but will have to leave at 3.30. Helpers to be recruited via whatsapp groups**

#### **Future events update**

**Autumn disco- JL to confirm date and then PTA to source helpers and plan**

**Wreath workshop:** Sarah Lawton (mum from school- owner of Wild Thistle Blooms) have provided information that she would charge £30 per head, minimum of 10 people. JL agreed this would be a good event to run for parents. Hall could accommodate up to 60 people. Would look to charge £35 per head (£30 for Sarah, £5 for drink and snack and profit)

**Xmas jumper sale-** JL to begin to request xmas jumpers after half term- to see how many we get in and if sale would be worth it

**Xmas raffle and hampers-** as in previous years. Katy Moran (committee member sourced Play station 5 last year and would be able to do so again)

**Xmas movie night-** infant and junior movie- popcorn/snack/drink. **LL to ask if Phil Welsby could look into licensing for this.**

**JL to confirm dates for this.**

#### **Any other business**

- QR code for whatsapp group- JL asked if this could be a link instead- if it shared on the newsletter people would struggle to scan a QR code as opposed to following a link **LL to find out if a link can be created for the PTA helpers whatsapp group.**
- PTA details on webpage- **JL to update this information**

**Date, time and location of next meeting**

9/11/22- time and location TBC