

AGM minutes 17/09/25

Present

Simon, Tracey, Rachel, Danii, Helen, Kev, Stacey, Sam, Steph, Lianne, Kay

Apologies

Kate, Sarah

Chairs report 2014/2025

The PTFA this year has had 4 committee members; Sarah R (Chair) Helen C (Vice Chair) Kev S (Secretary) Stacey M (Treasurer)

We have been supported by some key volunteers throughout the year who have helped regularly with events and planning. These include Lianne P (Christmas cards) Kathryn (Christmas gift shop) Catherine A (Bags 2 School) Becky S (Pumpkin Hunt) Jodie H (Funday), Steph S, Tracey G, Emily B and Kevin (Uniform Shop)

Some parents have helped at multiple events including discos and refreshments sales and the gift shop and we could not have put the events on without this support.

We have however found it a very challenging year for gathering volunteers to support with events, particularly the Christmas fayre and Colour Run. While the Colour Run went extremely well on the day and we did have enough adult helpers, the Christmas Fayre sadly was reliant on Year 5s and 6s helping with activities and games as we had a very poor turn out from the school community. For this reason we have considered doing a different Christmas event for Christmas 2025 but this will be for the new Committee to decide.

I have met with Mr Rose to plan dates for the 2025/2026 school year which are below. Some are TBC. The new committee may choose to do the same events as the previous year or may have new ideas. The Colour Run was extremely successful and we have had requests to do this again.

This year we tried the "Woodford Wonder" chocolate bars for World Book Day which was a new event and attracted a lot of sales. While we didn't raise much profit, it was a fun way to celebrate WBD and was a relatively easy event to run.

The difficulty with many events is ensuring that parents and carers read the communications we send out and buy tickets/complete forms in time. We regularly have last minute/late purchases which can cause difficulties in admin.

We have trialled using paperless booking, paper only, a mix of both, and PTA-events. While we have to pay fees on pta-events it is generally the better option in terms of minimising additional paperwork and streamlining what we need. We can make fees optional for parents/carers which adds a small amount to their booking (approx. 14p for a disco ticket) or the PTFA can cover. I would recommend the new committee continue to use PTA events for booking.

The most successful events in terms of profit are the discos, these are also the easiest to plan in terms of adult support. There are a key group of parents who support at the KS1 discos, many of these are now KS2 parents and will hopefully be able to support at either the KS1 or KS2 or both. The

discos are really popular with children and the current committee have considered whether a Christmas disco (with some added extras) would be a better alternative to a Christmas fayre.

Our main fundraising project this year has been the ongoing renovations to “Katie’s Garden”, the memorial garden near the Year 3 playground. Structural work was paid for and has now been completed. The eco club have worked on various designs and Mrs Patrick has a vision for a sensory reflective garden that will benefit all pupils in the school with a particular focus on children with SEND.

We invited local councillors Patrick and Sally N to our Colour Run event and they were so impressed with the fundraising efforts that they have awarded the PTFA a grant to be used for the garden. This money needs to be spent this academic year and we may be asked to evidence what it has funded.

We hope that the garden will be fully established early in the academic year.

After 2 years of the Uniform Shop being on the school site, this has now been taken on by Chloe H who is operating it from her house. We had a small, core group of volunteers working from the on site shop but it was proving less manageable each term.

Chloe will now be organising branded only uniform (jumpers, fleeces, PE tops and Woodford logo branded tops) We had previously had space for unbranded uniform and grey items but these were rarely selling. We have passed on a large quantity of these items to The Uniform Shop in town.

We made our biggest sales at the EYFS Stay and Play session in June, lots of parents purchased jumpers and fleeces.

I would like to thank my co-committee members for their amazing work this year. A special thank you goes to Helen C who has served as Treasurer and Vice Chair for many consecutive years and has always been absolutely brilliant to work with. She has been a real champion of the PTA.

I would also like to thank Mrs Latham and Miss Frederick in the school office for all their help receiving packages, printing, and doing additional admin for us with events, we couldn’t have done it without them.

As a committee we are proud of the events we have put on, and of the money that we have raised to support the school. As we all step down from our committee roles we hope that the new committee will enjoy taking on the task.

Sarah Read – Chairperson 2024-2025

Treasurer’s report

Incoming

1768.35 sep
1814.43 oct
1548.11 nov
2497.40 dec
482.78 jan
1670.75 feb = £17,102.71
1023.68 mar
260.30 april
1219.40 may
1585.08 june
3232.43 july

Outgoing

-466.39 sep
-750.48 oct
- 1111.24 nov
- 882.15 dec
- 267.80 jan
- 967.75 feb = £19,012.74
- 8159.67 mar
- 0.00 april
- 2262.62 may
- 2673.07 june
- 1471.57 july

School spending:

11th Nov: 450.00 Wildlife Trust
10th Mar: 7547.10 Fencing
10th Mar 250.00 Falconry Visit
May 25.16 Ice Poles
16th July 241.00 Teddy Bears
16th July 610.22 Leavers Books
16th July 340.00 Hoodies
Cash 100.00- leavers disco = 9,563.48

Profit Made:

Sunday Funday £912.34- amazing profit!
Neon Disco £777.05
Pumpkin Hunt £269.71
Xmas Gift Shop £668.24
KS1 Baubles £34.00

Xmas Fayre £1491.22
Nativity Refreshments £176.04
Fred Watson fundraising £315.00
My Childs Art £174.38
Rotary £50.00
Feb Disco £1457.15
Wonka Bars £203.10
Asda Cashpot £238.13
Bags 2 school £72.00
New starters sales £104.00
Sports Day £388.89
Drama Performance & leavers assembly £146.86
June Disco £1120.50
Ice cream sales, tuck shop- £267
Uniform- £579.50
Colour Run- **LOSS -£303.87 * First time running this event but we did gain the £700 PCC grant off the back of Sarah inviting local councillors. Will need evaluation if we ran it again?**
Panto??? - cannot make sense of this? We have paid £1800 out for tickets.
PCC grant £700.00
School Lottery £346.00
Profit made = £8430.85
Plus payments for panto tickets!

The current committee have all stepped down, new elections required for each role

Treasurer, Steph, 2nd by Sam, all present voted for Steph.

Secretary, Danii, 2nd by Kev, all present voted for Danii

Chair and vice chair, Tracey and Sam have put themselves forward but are checking with work before taking up roles. EGM planned in to vote in chair and vice chair on 22nd October

Special business

Sarah has suggested a class rep from each class to attend meetings, forward information on and raise awareness of ptfa events and information.

Dates for future events have been forwarded on to the new committee.

School fundraising requests.

The school have requested this years fundraising to be aimed again at the garden project along with devon wildlife trust subscription.

AOB

Tracey has suggested that events with tickets are advertised near payday to hopefully raise uptake.

Date of next meeting,

22nd October EGM