

Hildenborough CE Primary School
Friends of Hildenborough PTA AGM
10 October 2023 8pm

Present:

Ruth Ardrey (Head Teacher), Stephanie Keefe (Chair) Kelly Blackburn (Secretary), Kat Chewter (Treasurer), Krystal Bain, Avania Grace, Sarah White, Hannah Gooden, Sarah Lamey, Emily Muir, Emma Jeffrey, Jess Ryan.

Apologies:

Charlotte Dewsnap, Pippa Winn, Liz Lambert, Jess Kilbride.

1. Welcome, introductions and apologies

The Chair welcomed everyone to the meeting and accepted the above apologies.

2. Confirmation of minutes from previous AGM

The minutes from the 2022 PTA AGM were agreed by all present as a true record.

3. The Chair's annual report

The Chair thanked everyone for their support in helping to raise over £15,000 for the school in 2022/23, during what was a period of real financial difficulty for the entire country and especially the charity sector.

The chair noted that this money not only provides enjoyable community events, but it has also helped to fund the remainder of the Forest School development that began last year. The other big item funded was the lighting equipment in the school hall for the stage, which was wonderful during the school show at the end of term and will continue to inspire the children. The Friends have also continued to financially support the gardening club, where the group won awards at the local village gardening show. We continue to run the hugely popular craft club, both financially and in person, through parent volunteers. We've moved this to a Friday this year in line with availability of the main parent supporters and Friends team. The chair asked for more parent helpers if anyone else can give time.

Additionally, the PTA sponsored a coach for a Y6 Schools trip to Rochester with schools from across the Church of England in Kent and contributed to the Y6 leavers books.

In terms of events, we held many repeat events over the year, including two school fairs, discos, cake sales, Christmas card sales, wreath-making evening, and a Break the Rules Day. Additionally, we trialled a Movie Night, the charity clothing bank, a very successful Quiz night, as well as the popular Head Teacher for the Day raffle.

We also served refreshments at Welcome coffee mornings, new Year R parents information morning, the Nativity and at the Y5/6 School Show evening.

The Head Teacher thanked the PTA, offering her heartfelt gratitude on behalf of herself and the teachers. She noted that the funds and efforts will enhance the educational experiences of the children in numerous ways. She also recognised the demonstration of teamwork, collaboration, communication and the ability to mobilise resources that help us jointly achieve our goals and drive all in the school community to be the best we can be.

4. Treasurer's annual report

The Treasurer ran through the financial report. £15,461.74 was raised during the year, only slightly down on the previous year's record total. This was noted to be particularly impressive given the cost of living crisis. The fairs continue to drive the highest income - although were down on the previous year - whilst other new initiatives such as the quiz made up for it. The Treasurer reminded everyone that we can claim an additional 20% with gift aid, and also re-stated that we need to keep £2,000 in the account at all times. But a healthy year overall and many successful events and ideas to repeat this year.

There was some discussion about Easyfundraising – PTA will remind people to sign up and put their spend (e.g. Sainsbury's) through the site/app if they can. Also, to check if any additional school or PTA online spend can go through Easyfundraising.

5. Election of officers

The incumbent Chair (Stephanie Keefe) and Treasurer (Kat Chewter) were re-elected. Kelly Blackburn elected as Secretary.

6. Matters arising – proposed events, expenditures, projects

The Chair confirmed the PTA will repeat successful events – such as the Christmas fair (which will be held on Sat 2nd Dec), Christmas cards (completed), the Wreath Making evening, the Secret Santa Sale, 3 discos, lots of cake sales, a Break the rules day, 2 head-teacher for the day raffles, a Quiz night and the annual Summer fair, as well as the super popular summer ice lolly sales 'Frozen Fridays'.

The Chair also summarised the requests for funding for this year, with additional information from the Head Teacher:

1- The school council has asked for funding to improve the current play track, provide weatherproof flooring and extend it by providing additional monkey bars. This will be our main target and likely to be something we begin in the new year once some funding can be raised and work quotes, scheduled etc. This may end up being very expensive if the area needs drainage etc.

2- Also, we want to begin a community funded project using support and sponsorship from local businesses to help develop our classrooms and modernise the environment to support new learning styles and ideas which are already working well in Reception and Year 1 classes. The Head Teacher talked about the challenges of the ageing building, the lower school intake reducing funding and the rising cost of materials. The school team have asked for our support to route this via the Friends so we can optimise the charity status and community involvement.

We plan to begin by contacting recommended local business with our options of a wish list, monthly, annual or other donations/ sponsorship options. We would want to keep this fund separate from other PTA fundraising/spend.

The chair asked for ideas about sponsorship and also any marketing or sponsorship skills we have amongst the parent group.

The Chair talked through some other proposed event ideas:

- Children's after school yoga sessions run by a certified member of the Friends - could we tie this in with any children's mental health awareness weeks, yellow socks day?
- Christmas Jumper sale at the Christmas Fair
- Family games night if we can schedule a slot in the calendar
- A community colour run event if we can coordinate wider than the school and maybe join up with other local schools for this.

Those present offered additional suggestions on these proposals:

- On the classroom redevelopment
 - Is there anything that would benefit from a community day? Parents painting etc. Could the Community Room be easily updated with paint?
 - Ideas on marketing for any companies who would want to sponsor a whole classroom/an item – promote them at our fairs/quiz night, in the Facebook group
 - Are there any individuals, e.g. who used to attend the school, who might want to donate? We would then also benefit from gift aid. Also discussion of 'gift in will' idea. Could we promote this in Keys magazine?
 - Idea of 'owning a part of the school' – a brick in the path with your name/year on.
 - Some businesses are receptive to donating goods – e.g. Wickes, Homebase. Could we get items e.g. carpets at cost to save money?
- Have we approached the Tonbridge Lions club? They offered to marshal a sponsored walk if we wanted to do another one. Suggestion that they also donate money. Could we also approach the Rotary Club, Round Table.
- The Chair has also seen that there are grants we could apply for. Kent County Council also have a grants page, Tesco do a grant for outdoor/exercise related requests.
- Suggestion to look into being the chosen charity for a local supermarket token collection – Tesco Riverhead, Waitrose
- Do we want to fund a teachers' thank you breakfast/lunch/donuts?
- Bootcamp/assault course event idea – adults could take part, bet on the teachers to win races etc?
- Anything more we could do with the local library?
- Could we cross promote events more with Stocks Green?
- Try to get tickets for Tonbridge Illuminate event as a raffle prize

Discussion about upcoming events:

- Wreath making – exploring moving the date to Thursday 30th November to bring it earlier and avoid events on consecutive days with the Christmas Fair. Suggestion to raise the price to £27.50
- Musicals – increase promotion when we have a new January date, share a video of the singers, open out the adult event and promote externally
- Christmas Fair – discussion about finding a Santa and some improvements to the Grotto experience this year

7. Other Business

The Head Teacher shared the challenge of the rising cost of school trips and how some families are unable to afford to send their children on them. The school is unable to make up the shortfall, so she welcomes ideas from the PTA about how we could fund this and encourage parents who need support to come forward.

Ideas discussed: whether we create a charitable fund, the idea of offering people a 'pay it forward' space on Arbor, asking parents for a voluntary contribution at the start of the year, asking local businesses/people to support, asking the classes to fundraise themselves (although this may be a distraction) and whether the PTA should carve out a certain proportion of funds for this.

The Head Teacher invited people to continue to reflect and send any ideas to the PTA or to her directly.

Meeting closed at 10pm.