



## **Minutes for PTFA AGM – 25/09/2025**

### **Battling Brook Primary School PTFA**

**Thursday 25<sup>th</sup> September 2025 at 6:30pm**

**Committee Present** – Verity Wykes, Suzanne Bates, Aimee Williams, Victoria Ridgway, Lyni Sargent, Kate Wood, Amber Munnik, Alice Atkinson, Laura Thornber, Kate Cumbley, Abbie Hammonds.

**Apologies** – Claire Masterman, Hannah Simpson, Amber Nixon, Cassie Morgan.

**Welcome** - KC welcomed everyone to the AGM.

**Chairperson's Report** – KC Introduced herself and read the Chair's report:

Well, I think you will agree, it was a very successful year. We raised a substantial amount of money, introduced some new events all whilst having fun, with a sprinkling of fear and anxiety. People turned up to events and had fun. We have been able to provide the school with so much this year. The list is huge, and it is the best feeling to be able to say yes to requests, knowing that the children will have that enhanced learning in and out of the classroom. The Globetrotter event was lovely to be involved in, the community felt so special and I will forever have very fond memories of ALL the KitKats. It would be great to do another sponsored event in the future.

The Battling bars were also a huge success and something that is on the planner again for this year.

The festive light trail was also a big hit, families getting together to have a look at all the lights was lovely, and again something that would be fab to do again this year and as an annual thing. I must thank all the team; your hard work and dedication does not go unnoticed. The events could not run without your support and commitment. We are also very lucky to have a supportive school. Staff members that want to get involved and a head teacher that embraces our ideas. I look forward to the 25/26 academic year and all the fabulous events, fun and memories it will bring.

**Treasurer's Report** – VW introduced herself and presented the treasurer's report:

I'm pleased to present the Treasurer's Report for the financial year covering 1st September to 31st August, on behalf of the PTFA committee.

**Opening Balance** We began the year in September 2024 with an opening bank balance of £9,707.02

**Income** Over the year, we raised a total of £30,459.90, with the majority of this coming from the various events we organised throughout the year, including Bus sales, Uniform sales, Teddy Tombola, Xmas Light Trail, Discos, Small Change Challenge, Wreath Making, Xmas Fayre/Grotto, Pop Up Shops, Raffles, Chocolate Bingo, Battling Bars, Bake Off, Legoland Tickets Discount, Summer Fun Day/Colour Run, Easy Fundraising, Asda Cash Pot for Schools. We had the support of local and national companies contributing towards our fundraising, including, Britvic, Johnsons, HRBS, Blakemore, Hair by Lisa, Clarendon Sports Club, Castle Estates, Payne's Garages, Heroic Care, Burbage Hire Centre and Edmundsons Electrical.

**Expenditure** Our total expenditure for the year was £36,856.95 - this includes resources/costs for events, but we were lucky enough to be able to give back just over £21k back to the school in various areas.

Key areas of spending included:

- £8,000 towards Jade's Gym
- SATs snacks for Year 2 and Year 6
- Coach Payments for Trips
- Christmas Class Treats
- Y6 Leavers gifts, disco and pizza
- Science Week Event
- Nearly £4,000 contribution to My Happy Mind mental health and wellbeing programme
- Approx £6,500 spent on a range of classroom and curriculum resources

**Closing Balance** Our net balance at year-end was £3,309.97.

We are currently planning to allocate these remaining funds to help fund the school's revamped library, which we believe will be a long-term benefit to all pupils.

We have just contributed towards Year 6 wet playtime equipment as a thank you for their help with the Summer Fayre.

**Independent Review** As a registered charity, our accounts are independently reviewed by Leanne Hatch, a former parent, at a small cost. We thank her for supporting us in meeting our financial reporting responsibilities.

**Final Note** It's been a busy and productive year, and the funds raised have gone directly back into enriching the school experience for our children. I'd like to extend my thanks to all the parents, staff, and volunteers who helped make these achievements possible.

Thank you for your continued support.

**Committee Nominations/Elections** – KC advised all committee members must step down and be re-elected. KC advised she wanted to take on the role of Chair for the PTFA and was voted in by all other committee members. VW advised she wanted to take on the role of Treasurer for the PTFA and was voted in by all other committee members. SB advised she wanted to take on the role of Secretary for the PTFA and was voted in by all other committee members. KC advised that CM was stepping down from the role of Vice-Chair but will still be a committee member. KC advised VR would like to be nominated for the role of Vice-Chair and was voted in by all other committee members.

Other roles were discussed, and it was agreed Aimee Williams would take on the role of Graphic Designer for the PTFA.

**AOB** – A new home for the PTFA was discussed due to the removal of the bus over October half term. A place to sell sweets at our Friday Tuck Shop and be a HQ for the PTFA has been agreed as well as a place to store PTFA resources. The location of these is being discussed with Mrs Mathie and the school's business manager, Laura Lyons.

Key dates for events up until Christmas were discussed.

Parents Evening October 15<sup>th</sup>, 16<sup>th</sup> – Board needed to advertise events, Donations Day, Disco, Elfridges, Festive Light Trail, Christmas Fayre, Christmas Jumper Day – more crackers are needed. St Marys Christmas Tree Festival – a fake tree is needed, and paper chains will be used to decorate the tree. Thinking of a gift amnesty in January.

**Meeting concluded at 7:30pm**