



## **Minutes for PTFA AGM – 28/09/2026**

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

**Tuesday 29<sup>th</sup> September 2026 at 6:30pm**

**Committee Present** – Verity Wykes, Suzanne Bates, Aimee Williams, Victoria Ridgway, Kate Wood, Alice Atkinson, Laura Thornber, Kate Cumbley, Cassie Morgan, Katie Lalji, Charlotte Townsend, Amelia Hewsson, Taneth Taylor, James Hickman,

**Apologies** – Claire Masterman, Hannah Simpson, Amber Nixon, Lyni Sargent, Amber Munnik, Abbie Hammonds, Amy McDermott.

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

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

Welcome all. Lovely to see some new faces.

I will be doing an overview of the 2025/2026 academic year.

We have undertaken many events this past year,

A few of my favourites were

The Christmas and summer fayre's. The school community coming together and the hustle and bustle of everyone looking around and engaging in the stalls and activities. These events are the hardest to put together, and don't always make the most money but always make me feel proud of what we can achieve.

I also loved the after school Mother's Day bake sale. Some of the year 6 children help out with baking and selling at the end of the day. Again the school community comes together to eat cake and have a drink. The hall and tables were full of people and had such a lovely feel.

Discos are always a firm favourite, and a primary school staple. I hope all the children and volunteers have fond memories of any discos they attend.

I was also immensely proud of us winning the St Mary's Christmas tree festival. This brings in no money, but has become a must do event in our Calendar.

Being at the events we put on, and helping out with trips and in school events, I feel is a great privilege. Being able to see the children experience these things and experience them with them is something that most parents don't get to see.

I have very fond memories of children seeing Santa walk into their classrooms, winning prizes at chocolate bingo, being able to sing at the discos and many more. But also our children at the end of disco nights helping to tidy up, helping to set up events and helping on stalls.

The bus finally went and we entered our new tuck shop era.

The weekly tuck shop is more than selling sweets, it keeps us visible and keeps us in the school loop.

We set up an honesty tuck basket in the staff room, which seems to be working well.

We continue to have regular meetings with school to discuss events and how to spend any money raised. We are incredibly lucky to have a great relationship with school.

From a personal note, I want to say a massive thank you to everyone that helps throughout the year. I feel incredibly lucky to be surrounded by an amazing group of people that give up their spare time for others.

I hope that everyone that attends the events we hold, either helping out or attending enjoy them and that we enhance the primary school experience for all pupils, parents and staff.

### **Treasurer's Report – VW introduced herself and presented the treasurer's report:1 September 2025 – 31 August 2026**

I am pleased to present the Treasurer's Report for the financial year 1 September 2025 to 31 August 2026.

During the year, the PTFA received a total income of £18,825.96. This income was generated through our various fundraising activities, events, donations and other PTFA initiatives.

Total expenditure for the year was £17,541.29, with funds being spent on supporting the school, providing activities and experiences for the children, and meeting the costs associated with our fundraising events.

### **Major Fundraising Events**

The PTFA held a number of fundraising events throughout the year, which made a valuable contribution to our overall income. These included:

Three Discos – £3701.22, Christmas Fayre – £1319.55, Summer Fayre – £1129.92, Mothers Day and Fathers Day Artwork – £965.61

We are very grateful to everyone who supported these events, whether by volunteering their time, donating items, organising activities or taking part. The success of these events would not have been possible without the support of our school community.

### **Closing Balance**

As at 31 August 2026, the PTFA's closing balance was £4,581.44.

Part of this balance is restricted/earmarked funds which have already been allocated for specific purposes. These include:

|                              |                              |
|------------------------------|------------------------------|
| MC Grammar Balance – £765.50 | 2/3 iPads - £?               |
| Year 6 Fun Day – £150        | Class gifts – £630           |
| Year 5 teachers – £100       | Orchestra Performance - £320 |
| Religious Roadshow - £1350   | Football Kits -£350          |

The remaining funds will continue to be used to support the school and provide opportunities and resources for the children, in line with the aims of the PTFA.

I would like to take this opportunity to thank all the parents, carers, teachers, staff and volunteers who have supported the PTFA throughout the year. Whether through attending events, donating, helping behind the scenes or giving up their time, every contribution has helped us to raise funds for the benefit of the children.

Thank you also to the PTFA committee for their continued hard work, commitment and support throughout the year.

**Committee Nominations/Elections** – KC advised everyone that as part of the constitution all committee members must step down and be re-elected. VW stepped down and said she wanted to take on the role of Treasurer for the PTFA and was voted in by all other committee members. KC stepped down and said she wanted to take on the role of Chair for the PTFA and was voted in by all other committee members. SB stepped down and said she wanted to take on the role of Secretary for the PTFA and was voted in by all other committee members. VW stepped down as vice-chair and said she wanted to take on the role of vice-chair for the PTFA and was voted in by all other committee members. KC mentioned two other members of the PTFA who would like to have a named role. AW would like to be elected as Digital Content Creator for the PTFA. Everyone agreed.

The other named role is Events and Resources Coordinator which CMO would like to be elected to. Everyone agreed.

**AOB** – KC discussed up and coming events between now and Christmas were discussed. Parents evening the 13th and 15th of October and we are planning to sell books and Uniforms on those two evenings. Friday 6th November Donations day/Non-uniform. Who is donating what hasn't been decided yet. Need to sell more tickets for the Bauble making event at the end of November. We will be joining in with St Mary's Christmas Tree festival again this year. The theme will be Gingerbread house/men. This is running from the 26th to 4th December. Christmas Fayre is the 28th November between 11am and 2pm. We plan to set up on Friday evening. Christmas disco will be the 10th December but no reception disco. Friday 11th December is Santa/christmas dinner day/class gifts. We are giving each class a gift of £20 to spend. Discussed where we could find a Santa from. Funding raising is to go towards a new adventure play. Also discussed £27 in 2027 where certificates for different things will be given for the most raised, most inventive idea, the kindest person.

**Meeting concluded at 7:30pm**