

## Plympton St Maurice AGM PTFA Minutes

**Date: 14.1.26**

**Location: PSM school.**

### **1. Attendance**

#### **Present (in person):**

Emma M, Helen CF, Lisa S, Bryony M, Katie, Kate H

#### **Apologies:**

Becky F, Matilda P

### **2. Chair report overview**

- LS completed report.
- Discussed activities and which ones worked and will be repeated next year (see attachment).
- Plan for upcoming PTFA events completed by LS.
- Struggling with support.
- Trustee roles and responsibilities are completed These are not set in stone and a job share option is available. (see attachment for roles)

### **3. Finance report summary**

BR updated on last year's finances running January to January.

-£11342. 74 taken

-£3657.52 spent

-£7658.22 profit

- 3 discos. Final one more profitable using our own speakers etc.
- Mother and Father's day: £350
- Easter Egg hunt. Not so profitable but agreed this was a nice community event.
- Fair: £2700 approx profit.
- Car boot: £270 profit
- Quiz: £80 profit
- Sport's Day: £646.80 takings
- Productions (summer term): £232
- Tuck shop: £250

- Lamb Feast: Nice to have a presence. Donations went to the rotary. Helen has offered to coordinate for 2026 lamb feast. KH will look into if the school could do a performance of some kind to boost our presence on the day.
- Book Fair: £281
- Cake Sale: £330
- Christmas Cards: £100 approx
- Lottery: £761.31 profit
- Easy fundraising: £122.43
- Donations: Plymouth University £495, Terry Beer £1000
- Tesco Grant: £1500. Teachers to give ideas on how to spend this asap.

#### Spending:

- Science dome: £200
- Grotto: £270
- Travelling Theatre: £699
- Gazebo and trolley: £100
- Trim Trail: £5000

#### Spending annually:

- £171 parent kind (insurance)
- Lottery License £20
- TTRS (TBC)

Spending form: Reminder that teachers need to complete the form for PTFA to consider money spent for future purchases.

- PTFA will then discuss at their next meeting or Whatsapp if needed asap.
- Majority wins however LH will have final decision if it's a undecided.
- BM will email out master copy again to teachers and have a paper copy in the office.

#### **4. Election of role:**

**Thank you for all your support so far. Election of roles completed at AGM:**

- Bryony to continue as Treasurer.
- Lisa to continue as Chair.
- Secretary needed. Matilda is happy to take minutes but we need someone to complete the additional roles stated in the Trustee Role document. (see attached).
- Will open up secretary role to the wider school community via Facebook and ask for interest.

## **5. Curtains**

- 4 companies were contacted.
- Only 2 quotes given.
- 1. £3538 exc VAT Local. 2. £3983.30 ex VAT
- Agreed we would use the local company. (Southwest blinds)

## **6. VR opportunity Science Week**

- £749 in total. 50% will be funded by PSM school. PTFA voted and are happy to pay 50% of the total cost.
- Reminded not to buy any more Science Fair items as PTFA have plenty.

## **7. Reviewed future events**

All agreed on future events with a possible added colour run at the end of May to celebrate the end of SATs etc. (TBC nearer the time)