



Finchale PTA

Annual General Meeting

16th July 2025, 3:30 – 5pm (Virtual)

Attendees

Lorraine Board (Chair); Miss Ward (Head Teacher); Mrs Nower (Teacher Chair); Ron Trickett (Vice Chair); Claire Moore (Secretary – minutes); Nadine Inglis; (Secretary Emma Simson (Treasurer); Sarah Prescott; Lisa Clark

Apologies

Kev Willis (Treasurer); Geanina Llinoui; Andrea Muter; Louise Goodyear

1. Welcome and Introductions

- Lorraine welcomed all to the meeting and acknowledged the apologies.

2. Chair's Report (Lorraine)

- Achievements for 2024/25 which included School Prom, School lottery, Christmas Fair, Asda Cash pot, Spooky disco, Easter event, Easter Trail.
- Thank You from Lorraine and Miss Ward for the PTA success and the hard work undertaken.
- Book bags have been purchased for next year, so twice from this year's account.
- Included Entrepreneurs at the fairs.
- Parent feedback is sought through school questionnaire and Children had the opportunity to provide their views this year too.
- Gave Children a voice for their Prom.
- Need to encourage Parents to join PTA, could ask for feedback.
- Worked hard to keep costs as low as possible.
- Need to keep costs low for parents but also to make profit to support School, as enhances the learning experience of the Children.

- A big Thank You was given to Lorraine for her role as Chair over the year. Lorraine is driven to do what is best for the Children, working with Teachers and Parents. Her support has been appreciated.

3. Finance Update (Emma):

- Opening balance - 3rd September 2024 - £2,876.14
- Closing balance – 16th July 2025 - £4,517.47
- Expenditure includes:
 - Art £200 (from 2 raffles)
 - Book Bags £206
 - Yr 6 Leavers Hoodies £650
 - Parent Kind Insurance £160
 - Brass Band £125
 - SEN Space £100
- Profit increased for most part, particularly because of keeping costs low where possible.
- Additional £200 to come off the balance for the Prom buffet.
- Last year we had some major spends (Track and Instruments).
- Profit this year is mainly from summer fair, need to bear this in mind for cash flow – rolling balance.
- Prom – less loss this year but last we purchased printers. Looking at £400 saving by doing the buffet and having the printers.
- Less children at Prom this year

4. Committee positions for 2025/26:

- To review positions for Chair, Treasurer and Secretary.
- Claire offered to take on the role of Chair if needed. Understands the challenge, only worry is time needed to do the role. However, knows there is support available.
- Miss Ward asked to let School know if there are times where support is needed.
- Ron offered to continue to support as Vice Chair.
- Emma happy to continue in role as Treasurer.
- All agreed it is unsustainable with so little numbers, it falls on few people and it is a commitment.
How do we encourage involvement and change peoples perspective of what's involved?
- Consideration to be given to allocate events to Year groups.
- Miss Ward said it would be beneficial to have key experience person who can help to recruit and support the year group undertaking the activity/ event, to give advice on what has been done (e.g. Risk Assessment) and what has to be purchased, booked in etc.

- It needs to go out early to the year groups, so we are in a good position. Need a blueprint – layout what is needed so they can take on the role successfully.
- Sarah felt it should involve briefing each class on requirements, so they can nominate a group between themselves and then have a PTA contact.
- If the Year group don't plan their event / activity, then it doesn't go ahead.
- Lorraine asked how the Teachers would feel about it? Miss Ward to speak to them but feels support would be there.
- Need to consider main fairs as larger events, do we ask 2 classes to joint organise.
- Talked about the fairs and what more we could do as these are our main events.
- Lorraine suggested Yr 5 parents being assigned to Prom.
- Need to think about Reception and what event could they do, potentially later in the year so they have settled in.
- Thank you to Nadine for your support, involvement and hard work over the years, it has been appreciated.
- Committee roles confirmed as follows:
 - Parent Chair – Claire
 - Parent Vice Chair – Ron
 - Teacher Chair – Mrs Nower
 - Treasurer – Kev
 - Secretary – Emma

5. AOB

- PTA profits – Limit of £5,000, as over this would mean Charity Status and legal requirements. The PTA is not registered with the Charities Commission as it does not generate this level however, PTA could register to access other funding opportunities. Consideration for future.

6. Date and time of next AGM meeting

TBA - For July 2026

***** AGM meeting closed *****

PTA meeting followed. Further discussions that took place included:

1. Regular Expenditure

- Appears to be a 19% increase in costs from 2023 /24.
- Over £1700 coming out over the year to cover below.

Activity / Event	2023 / 24 spend	2024 / 25 spend	Comments
Book Bags	£118.50	£206.50	School feedback for bags is positive.
Yr 6 Leavers Hoodies	£542.50	£653.59	Timing for issuing these was good.
Lottery license	£20	£20	Good income, need to promote.
Selection Box	£272.05	£300.92	Like for like, agreed to continue. Special visitor is a volunteer.
Easter Hunt	£76	£112.93 (Included eggs and crafts)	Plain eggs used this year for most. Mrs Nower advised Children preferred these rather than Creme eggs.
Parent Kind Membership		£162	Need to continue as provides good cover and there is advice online.

2. Future Events

Activity / Event	Date and Time	Comments
Spooky Disco	Wed 22 nd October 2025, Time TBC	DJ cancelled last minute, went with new DJ but an increased charge. Plan date and go out to the year groups

		Miss Ward - Can we consider doing the music ourselves rather than a DJ, as school could do this? Worth looking at. Lorraine advised on music restrictions.
Christmas Fair	Friday 28 th November 2025, Time TBC	
Spring Disco	Wed 25 th March 2026	Miss Ward looking at Silent School disco. Mrs Nower asked about keeping this with Committee if we want to try something new.
Easter Egg Hunt	Thurs 2 nd April 2026, Morning	Mrs Nower fed back on plain eggs rather than Creme eggs.
Easter Trail	Date / Time TBC	
Summer Fair	Fri 19 th June 2026, Time TBC	
Sports Day	Wed 24 th June / Wed 1 st July 2026, 1:30pm	Refreshments
Yr 6 Leavers Event	Thurs 9 th July 2026, Time TBC	Prom went well this year with changes like song lists and doing a nice buffet. Consider do we arrange and pay for an event (e.g. Infinite Air) for just Yr 6 rather than a disco.

3. AOB:

- Christmas cards – Mrs Nower asked if we can do earlier. Claire and Emma to arrange.
- Ron suggested a Chess or Board club, happy to offer his time to do this. To be discussed.
- PTA Pub quiz at Newton Grange - Is this something we can do again? It was a good event and people enjoyed it. Miss Ward to look at this in more detail.

4. Date and time of next PTA meeting

TBA – For September 2025

