



St. Peter's School Association

Minutes of the SPSA AGM Meeting, Wednesday 30th October 2018

Agenda Item	Discussion	Action
1. Welcome & Apologies	<p>Attendees: Beckie Leppington (Chair), Heidi Ellis (Chair) Nicola Jeffs (Vice Chair), Hayley Button (Treasurer), Craig Button (Treasurer), Sam Sandle (Head Teacher), Caroline Barribal (Head Teacher), Jen Clarke, Jo Drake, Jo White, Miranda Heaton, Lindsay Bunce, Rosie Ellery, Louise Andrews, Victoria Paxton, Dawn Harris.</p> <p>Minutes taken by Beckie Leppington.</p>	
2. Approval of Minutes from AGM on 11/10/17	Minutes were approved (see 3. Below).	
3. Matters Arising from the Minutes	It was acknowledged that the new online banking with Barclays is working really well and that the RBS account should be closed.	
4. Chair's Report	<p>Beckie and Heidi presented their Chair's Report as a slide presentation, which, along Hayley and Craig's financial reporting slides, is annexed to these minutes.</p> <p>They reminded us of the key aims of the SPSA was to work together with the School and Parents/Carers to fulfil our Aims, which are:</p> <ul style="list-style-type: none"> • To develop effective relationships among staff, parents and others associated with the school • To engage in activities or provide facilities or equipment which support the school and advance the education of the pupils. <p>They acknowledged all the hard work undertaken by the SPSA, Class Reps, Parent/Carers and St Peter's teachers that volunteered their time to help organise. These were:</p> <ul style="list-style-type: none"> • Reception Parents Coffee Morning • Halloween Disco • Christmas cards 	

	<ul style="list-style-type: none"> • Christmas Fair • Big January clear out • Park Hill Fireworks • Bag2School collections • Spring Disco • Easter Eggstravaganza • Summer Fair • Ice Cream Fridays 	
<p>5. Treasurer's Report for 2017/18</p>	<p>Hayley provided details of the financial overview for the academic year 2017/8. Although we made slightly less than the previous year, that was due to reduced donations, in terms of fundraising we made slightly more. Please see the annexed presentation slides for more detailed information on:</p> <ul style="list-style-type: none"> • Fundraising position 2017-18 We have ended the year with £29,734 cash in bank, £19,668 of which is committed to be spent on agreed items for the school. Leaving us with a balance of £10,066 uncommitted cash in bank. • Fundraising Total for 2017-18 - £17,582 • Donations to the School 2017-18 - £22,605 • SPSA have invested money this year into assets to help our activities and items for the school: <ul style="list-style-type: none"> ○ Storage shed (£500) ○ Tote bags and water bottles (£500) ○ PTA membership (£100) ○ General supplies (£200) <p>Spending plans 2018/19</p> <p>The SPSA asked Sam Sandle and Caroline Barribal for their funding requests for this year. It was agreed:</p> <ul style="list-style-type: none"> • To continue with annual spend but to double the curriculum enrichment from £6 per child to £10 per child. This will help cover rising costs of school trips, coaches etc. • To raise funds for new staging and black out curtains. Sam and Caroline to investigate costs <p>Other ideas for funds included:</p> <ul style="list-style-type: none"> • Replacement of the gazebos on the top playground, c£7,000. • Fiction books 	

	<ul style="list-style-type: none"> • Replace the no mow with Astro turf, c£33,000. • Replace the log seating on the lawn. • Purchase costume for use in curriculum activities (for example cavemen and tunics for Ancient Egyptians / Romans. <p>Sam and Caroline are considering raising the cost of DVDs of the children's performances. They currently cost £2 each, but that does not reflect Mr Creed's time taken to produce. It was also agreed these could cost more to help raise funds for the staging. Suggested cost was £3-5.</p>	
6. Appointment of Independent Examiner of Financial Accounts	The appointment of an auditor to independently check the financial reporting for 2018/9 needs to be done.	Beckie to ask Steve Gadsby
7. Election of Officers and trustees of the Committee	<p>Thanks are given to Heidi Ellis (Chair) who is stepping down after 3 years' service, and to Terrie Harvey who stepped down from her role of Secretary mid-term.</p> <p>Beckie Leppington agreed to continue in the role as Chair. Her re-election was proposed by Heidi and seconded by Jenny. All at the AGM agreed.</p> <p>Nicola Jeffs agreed to continue in her role as Vice Chair. Her re-election was proposed by Jo Drake and seconded by Louise Andrews.</p> <p>Hayley Button agreed to continue in her role as joint Treasurer. Her re-election was proposed by Jo White and seconded by Dawn Harris.</p> <p>Craig Button agreed to continue in his role as joint Treasurer. His re-election was proposed by Beckie Leppington and seconded by Heidi Ellis.</p> <p>Beckie Leppington, Hayley Button and Craig Button plan to step down next year so will look for replacements over the coming year.</p>	
8. Confirmation of Class Reps for each class	<p>We now have class reps for all classes except for Regent's Park and Barking.</p> <p>Paddington: Jodie King and Lindsay Bunce</p> <p>Wimbledon: Rachel Smith and Victoria Paxton</p> <p>Year 1 Baker Street: Toni Raye, Dawn Harris</p> <p>Year 1 Swiss Cottage: Shabana Mirchie</p>	

	<p>Year 2 Canada Water: Nicola Jeffs, Jen Clarke</p> <p>Year 2 Covent Garden: Carla Knight and Louise Andrews</p> <p>Year 3 London Bridge: Nicola Johnson</p> <p>Year 3 Harrow: Abbie Verge and Charli Stagg</p> <p>Year 4 Regent's Park: Vacant</p> <p>Year 4 Barking: Vacant</p> <p>Year 5 King's Cross: Jo Drake</p> <p>Year 5 Victoria: Jo White</p> <p>Year 6 Waterloo: Kate Manvatkar</p> <p>Year 6 Oxford Circus: Sandra Ashling</p>	
9. AOB	<p>Jen Clarke suggested we try to get accepted as Waitrose charities, where money is given depending on voting tokens. Hayley reported she and Craig had done an application and it was suggested that we try again in the future and also try Tesco. It was agreed this should be taken forward.</p> <p>Christmas Fair</p> <ul style="list-style-type: none"> • Current plans were shared. • Rock Choir are not available, it was agreed to ask Wendy Crayford if she has a contact for the equally brilliant Pop Choir. • Ideas for new skills games were discussed and the favourites were: <ul style="list-style-type: none"> ○ Knock Santa down the chimney ○ Stockings challenge (prizes hidden in socks – always win a lolly) ○ Human Fruit Machine – but volunteers heavy ○ Rudolph hoopla – maybe a (free?) fun activity near the Grotto queue • Name the Penguin to win a cuddly penguin was also agreed. • It was agreed to give a prize for the best Christmas Outfit/jumper. • Jo Drake is doing Gift baskets this year and asked if we could do an appeal for unwanted wrapping and Christmas paper. She will ask Moira to start collecting photocopier paper box lids as they are the perfect size. <p>The next SPSA Committee meeting will be in January 2018, date to be agreed.</p>	

	Meeting closed at 20:45.	
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