



St. Matthew's PTA Minutes
December 1st, 2021
Zoom Meeting 7:30 p.m.



1. Meeting called to order by Laura Franks at 7:32
 - a. One apology - Katie Porrer
 - b. Present: Kat Parks, Seb Wills, Emma Willis, Laura Edwards, and Marysol Bell
2. Introduction of New Committee -Core Team
3. Treasurer's Report - Seb Wills

Current balance in the PTA bank account is £20,979, of which £2,751 is ring-fenced for Fund St Matthew's and the remaining £18,227 is the PTA's.

Significant income since 1st Sept:

- Bag2School £144
- Dress-up day: £816
- Christmas cards: approx £1200

Grants made:

- Picnic benches £3110. Requested by pupils (and lunchtime supervisor)!
- Lego for SEMH play therapy £106

Grants approved but not yet paid:

- 30 Glockenspiels (£600)
- Y1 "continuous provision" resources (£261)
- Y5 Victorian Day workshops (£240)

- Sports kit/equipment (£1000)
- Amount earmarked for library improvements: £2460 (£1300 from xmas cards 2020 + £1160 from 2019-20):

Other expenditure:

- Christmas gift bags for teachers: approx £300

Taking all this into account, the PTA has around £13,600 available, of which we like to keep around £10k as a buffer.

Fund St Matthew's

Donations since 1st September: £6385. A payment of £5634 was made to the school.

Total donated so far (since March 2019): £82,714, of which £2500 is reserved as the source of matching funds.

Matching: A donor wants to donate a significant amount but hopes to use this to encourage more parents to donate, and encourage the school to be more ambitious about using the money raised. We have set up a scheme where from Nov 2021, any donations received above the level in October 2021 will be doubled. The “doubling donor’s” donations will be held in a pot used for the matching funds and not passed to the school immediately.

So far we have not seen a surge in donations but it takes a while for donations to come through so it’s a bit early to say.

We agreed with the school a list of capital projects that the on-going parent donations will be used to fund, including:

- 15 Chromebooks
- Relocating and remodelling the library
- Outdoor learning equipment for year 2, similar to the successful year 1 outdoor areas.
- The Canopy - creating a covered area outside the dining hall, so children can eat outside for more of the year.

The Chromebooks are being purchased now.

5. Events - Emma Wills

1. The window display is going down well - there has been positive feedback from teachers. Emma said she would try and encourage some more donations but is going to wait until after Friday. Emma didn't expect this to be a grand fundraising event - it was more of a fun event. As for the judging - we were thinking that the PTA along with members of staff could do the judging on Monday. Seb brought up the idea of getting photos of the windows to put out on social media.

6. Encouraging Future Involvement -Marysol

1. Caren Stubbington will take over the Christmas Cards - she has two daughters one in reception and one in year four.
2. Emily Dock is taking over from Kat for Bags to School.

7. Any Other Business

1. Seb brought up that we need to prepare a report for the charity commission - he said he'd take care of that for us.

8. Meeting adjourned at 8:05