



OLOL PTA AGM

School Hall

Tuesday, 8th October 2024

Present:

Amanda Campbell (AC), Annabel Blakesley (AB), Alex Athienitou (AA), Michelle Jeyes (MJ), Rezina Malike Moran (RM), Raf Markowski (RM), Linda Duan (RS), Paul Moodie (Y1Q), Anna-Maria Tode (RS), Claire Cox (RS), Aoibheann Foley (Y6), Nadia Druchina (Y4J), Lucy Hollingworth (RP), Claire Sheridan (RP), Caroline Owen (RP), Donna Tooth Y3), Harry Caswell (RS), Gisseue Casio (N), Adam Summerfield (N), Kathy Kali (Y2,Y5), Sheena Celerian (Y5,Y2), Ellie White (Y2,N), Jessie Day (Y2,R), Lama Tadors (Y5), Nisha Virdee (N), Roberto Grammatica (N), Grainne Curran (Y1,Y5) and Louise Ellis (Y3,Y5).

Apologies:

Sarah Bracken, Penny Goodchild and Rachael Marc.

1. Chairs' Welcome

AC welcomed all to OLOL PTA Annual General Meeting (AGM) and stated AB is the co-Chair of the PTA. AC stated she was joined by AB, co-Chair, Rezina Moran and Ross Curran (no present), as our Treasurers, and Michelle Jeyes (MJ) and Alex Athienitou (AA), as our Secretaries. AC stated that it was nice to see so many people at the meeting.

2. Apologies:

Noted

3. Previous minutes of the last meeting and matters arising:

No outstanding actions were noted, previous minutes agreed and approved.

4. PTA Objectives/Constitutional framework/Charity status:

- AB declared the meeting as quorate, as the total number of people present were at least twice the number of committee members in office at the start of the meeting.
- AB stated that everyone at Our Lady of Lourdes school is always welcome to join a PTA meeting, as EVERY parent, carer and teacher is a member of the PTA the moment they join OLOL.
- AB outlined the OLOL PTA objectives, being:
 - to develop effective relationships between school and its families and local community;
 - to engage in fun, affordable activities for our children; and
 - to support the school financially to provide facilities or equipment to benefit all children and advance their education and school experience.
- The PTA Constitution is adopted from a model from ParentKind UK, a charity supporting PTAs across the UK.
- OLOL PTA is a registered charity. We are listed with the Charities Commission and our number is 1165968. All Committee members are Trustees of this charity.

5. Chair report:

AC and AB presented the chair report.

Fundraising activities:

- AB stated the PTA had a bumper year last year thanks to the help and generosity of our wonderful school community.
- The PTA held our usual events in the last academic year, which were our Christmas fayre, St Patrick's Day disco, Summer fayre and ball. They were all hugely successful. It was great to see so many people in attendance and enjoying themselves. AB thanked every person who volunteered to help and attended these events and stated these cannot be run without the help of

parents, carers and grandparents etc. We also held our first wreath-making workshop which was lots of fun. AB thanked MJ and Kathy Kali for organising and running this.

- The PTA also managed to hold two raffles - one at Christmas and one in the summer, and our fantastic Ball Team held an auction at the ball. AB thanked everyone who bought tickets and donated prizes.
- In addition, money was raised through the Little Recyclers collections and non-uniform days. AB thanked everyone who donated clothes.
- Lastly, AB noted other passive incomes from accounts with Stikins, MyNameTags and the Redbridge Lottery. These are an easy thing for parents/carers to sign up to and these companies pay us a percentage from their sales. Details on how to sign up can be found on the PTA page of the school website. AA spoke about a new platform called EasyFundraising that was tested amongst reps and was successful and would be rolled out to the school.

Spend:

- AC stated that last year, the majority of the monies which we raised were spent on new library areas for years 3, 4, 5 and 6. In addition, the PTA paid for a new circular bench in the playground, and contributed to the cost of in-school activities including for Christmas and World Book Day. In addition, AC also stated the PTA have also continued to support the Year 6 leavers' parties, yearbooks and production.
- AC stated that it is important that parents/carers have a say in what the PTA money is spent on and the PTA welcomes suggestions from parents/carers that the PTA we can put forward to the school. The school also has suggestions and these are discussed at meetings and voted on. All parents/carers are always welcome to come to all meetings so that as many as possible can be involved in the decision making process.
- AC stated the Committee does not work alone. AC noted the support from class

reps, BBQ team, Face Painting team (Grainne), Family Kitchen team, and our creative grotto team (Aoibheann and Louise). Lastly, AC noted the profitable annual ball team (Ros, Rachael, Kathy and existing ball team). AC said the PTA are always looking for people to step up and learn more how these teams work in order to ensure continuity and success.

- Finally, AC thanked Mrs Boon, Miss Crampton and all of the staff at OLOL for supporting our events and fundraising initiatives. AC gave thanks to Mrs Davies and Mrs Gordon who ran a craft stall at the Summer fayre, with all profits donated to the PTA. AC also gave a special thanks to Mr Kelly for working overtime to help the PTA set up and tidy up etc.

6. Treasurers' Report and Charity Report

RZ provided a financial update for the last financial period 2023-24 ending 31 August 2024. RZ stated the report summarizes the PTA revenue, expenditures, and overall financial position, so as to keep the school community informed and engaged.

- RZ noted the various events, with the Christmas and Summer fayres having raised the most amount of money, net amount being £7,458 and £7,241 respectively. The Summer Ball raised £4,920. In total, the fundraising events raised £23,287.75.
- Other passive income noted, being Redbridge Lottery, Stikins, work place donations, Little Recyclers and from Non-Uniform Days.
- Total Revenue received has been £24,599.23, this made up of: Fundraising events £23,287.75 and donations of £1,311.48.
- Total expenditure £24,861.26, this is made up of: Library areas £10,209, Year 6 furniture and frames £6,829, bench replacement £3,001, book week £1,865 and other £2,957.
- RK noted the balance carried forward from the previous financial period, being £10,054.50 and therefore the balance to be carried over into the new financial period is £9,792.
- RK stated there is one expenditure inputter and one of two second level designated authorisers.

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- RK provided a friendly reminder for expenses to be submitted in a timely manner with the appropriate expense claim form.

7. Adoption of the Parentkind 2021 Model Constitution:

AB stated the current PTA constitution was adopted in 2015 and has not been updated since then. AB stated that a constitution is an important governing document that sets out the fundamental rules and procedures that the Committee must follow when managing the PTA.

- The Committee would like to adopt a new constitution being the Parentkind Model Constitution for England and Wales dated March 2021, without change. This had been displayed in the school office since 24 September. The new constitution will allow for PTA meetings, including AGMs, extraordinary general meetings and Committee meetings to be held both online and in person. AB stated that the PTA is a registered charity, and the Parentkind 2021 Model Constitution is pre-approved by the Charity Commission for England and Wales.
- AB stated that the new constitution must be adopted at the AGM by a two-thirds majority of the votes cast. A vote was cast, with more than two thirds voting in favour to adopt the new constitution.
- AB stated the new constitution will be signed by the Committee and lodged with the Charity Commission.

8. Head Teacher's Update:

Mrs Boon provided an update, being:

- Thanked all the PTA who care very much about the school and children with the current Committee raising nearly £100k.
- Thanked the PTA for the support of workshops, skittleman Christmas activities, bench etc.
- Spoke about the value of events and activities, stating how it creates a community spirit, helps to make connections and friendships and creates long term memories. As the school cannot afford everything, the PTA helps to put the cherry on the cake, therefore making the difference.
- Spoke about world book week / story tellers, year 6 leavers package.

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- A slide show was presented showing pictures of the Opal play sheds, library areas etc.
 - The success of the Opal sheds, library and this being replicated across the school - library areas and furniture are much nicer, with everyone able to access various library areas and quiet spaces. A quote was provided from a year 3 student stating "I like the pop up book areas, as I get to choose my books".
 - Future request include:
 - Book week
 - Workshops
 - Storage for school bags
 - Astoturf
 - Contribution towards toilets. It is noted it is not a popular project and does not necessarily provide the cherry on top, but the toilets are needing works.

- The floor was open to questions which Mrs Boon provided responses to:

Q: How do projects get priced, do you have an idea of how much the astroturf will cost?

A: Mrs Boon will find out if there is interest from the PTA to fund the astroturf, however anything over £500 goes out to tender. PTA have to show due diligence and look for what is fit for purpose. It was noted spends try to benefit all year group, however there are occasions where this may not be the case for example removal of play equipment in nursery that were no longer fit for purpose and year 6 leavers party etc. AB stated that the PTA do challenge and ask questions on spend.

Q: What is the long term plan for the Benedict building?

A: Mrs Boon stated funding of £1.3m was secured, of which the roof alone cost £500k. Some funding came from Governors funds and it is unlikely the school will secure more funding in the next 2-3 years as they have exhausted the various funding options.

- Mrs Boon finished with giving a big thanks to the Committee, with special thanks given to AC and AB for all their hard work and dedication.

9. Retiring Committee:

- AC made mention to some of the key achievements from the outgoing Committee, which include: the brick initiative, library, opal project etc. AC stated it is a lovely school and community and that children benefit and gain a lot from the various projects which the PTA fund. AC stated that it was not just about giving money that helps the PTA but also about giving time.
- AC thanked RM for all her work on the Committee.
- 2023-2024 committee members and intentions are as follows:
 - Amanda Campbell (AC), co-chair and stepping down
 - Annabel Blakesley (AB), co-chair and stepping down
 - Rezina Mohan (RM), co-treasurer and stepping down
 - Ross Curran, co-treasurer, stepping down and intending to stand as co-treasurer
 - Alex Athienitou, secretary, stepping down and intending to stand as co-chair
 - Michelle Jeyes, secretary, stepping down and intending to stand as co-chair

10. Election of PTA Committee:

- Rafael Markowski has expressed an interest to stand as co-Treasurer, Jessie Day and Ellie White expressed an interest to stand as Secretary.

Position	Name	Nominee	Secondee
Chair	Alex Athienitou	unanimous	unanimous
Chair	Michelle Jeyes	unanimous	unanimous
Secretary	Jessie Day	unanimous	unanimous
Secretary	Ellie White	unanimous	unanimous
Treasurer	Rafael Markowski	unanimous	unanimous
Treasurer	Ross Curran	unanimous	unanimous

- AA stated the need for a shadow committee and encouraged all those present of the benefits of having a shadow committee in place. Roberto Grammatica stated he is interested in shadowing the Treasurers.

11. Appointment of Independent Examiner for Accounts:

RM stated that the income financial threshold of £25k had been reached, and an independent examiner had to review the accounts. Bill M (parent of OLOL) reviewed and signed off accounts of which were submitted.

12. Upcoming Events:

AA provided an update of upcoming events, being:

Christmas Fayre	Saturday, 30 November 2024
Wreath Making Workshop	Wednesday, 4 December 2024
St Patrick's Day Disco	Friday, 14 March 2025
Summer Fayre	Saturday, 21 June 2025

13. Next Meeting:

AA stated the next meeting will be held Thursday, 7 November 2024. More details will follow, however all are welcome to attend.

14. AOB:

AA spoke about the success of the Grotto at Christmas Fayres. The current team is looking to step down and asked if anyone present would be willing to shadow the current Grotto Team to learn the ropes. Caroline Owen, Claire Sheridan and Lucy Hollingworth who were present agreed to shadow the current Committee. Special thanks were given to Caroline, Claire and Lucy.

15. Close:

- RM was presented with flowers and thanks.

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- AC and AB thanked all for attending the meeting. No other business was noted and the meeting was closed.