



OLOL PTA AGM

4th October 2022

In Attendance:

- Mrs Boon, Ms Crampton, Annabel Blakesley, Amanda Campbell, Irene Feely, Simone Clarke, Vicky Taylor, Alex Athienitou, Kathy Kali, Flora Cox, Katie Fitzgibbon, Steven Ha, Siuw Ying Looi, Alex Bourg, Claire Cox, Debbie Warby, Bogusia Danielewicz, Patience Rusinga, Nichola Barham, Michelle Jeyes, Roz Kara, Eugenia, Julia Gillert.
- Apologies: Monica Gilsean

1. Chairs' Welcome

- Amanda Campbell welcomed all and shared the core belief that everyone at Our Lady of Lourdes school is always welcome to join meetings, as EVERY parent, carer and teacher is a member of the PTA the moment they join OLOL.
- All members were thanked for their support over the past year.
- No conflicts of interest were noted.

2. PTA Objectives/Constitutional framework/Charity status

- Annabel Blakesley outlined our objectives: 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.

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- 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.

3. Approval of minutes of the last meeting and matters arising

- No matters were arising from the last meeting. Minutes were therefore approved.

4. Treasurers' Report and Charity Report for Submission

- Irene Feely outlined the financial details from the last academic year, 2021-2022. Opening balance was £7,969.82 after allocated deductions. Total fundraising £22,742.37 plus other income of £894.62 totalled an income of £23,636.99.
- PTA expenses £2,145.67 and donations to OLOL school £7,041.18 totalled a spend of £9,186.85.
- Current bank balance is £22,419.96 plus £537.75 in the PayPal account. Some of these funds have been allocated for potential future spend and the advance outlay of costs for events.

5. Chairs' Report (Amanda Campbell and Annabel Blakesley)

- AC explained how this has been an exceptional year and the first time the current committee has been able to reinstate all normal fundraising activities after the pandemic. The first event was a rescheduled Summer Ball in October. We had a shadow team who were then able to go ahead and plan and run the Summer Ball in June. Both balls were very profitable for the PTA.
- Despite terrible weather, the Christmas Fayre was a huge success with many families, staff and the local community in attendance. It was amazing to have everyone together again for an event and it was the most profitable fayre in recent years.
- We also ran a Christmas raffle, St Patrick's Day disco, Easter Egg Hunt, a number of non-uniform days and a Summer Fayre. All events were a huge success and we thank every person who volunteered to help, attend the events and bought tickets and donated prizes. These events cannot run without you.

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- AB explained how we receive a passive income from accounts with Amazon Smile, 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. Look out for details on how to sign up in ParentMail soon.
 - In the past year we have funded equipment for the Outdoor Play And Learning (OPAL) project, allowing children to play imaginatively and creatively with children of all ages mixed together. We have also contributed to the cost of the school visit to the pantomime and in-school Christmas activities for the younger years. We have continued to support the Year 6 leavers' parties, yearbooks and production. In addition we bought fans for use in the hall during the heatwave.
 - It is important that parents/carers have a say in what the PTA money is spent on and we welcome suggestions from parents/carers that we can put forward to the school. School also have suggestions and these are all 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.

6. Head Teacher's Update

- Mrs Boon experienced her first full year of PTA events and she explained how she was very impressed with how well the events are run and their success. PTA funds have made a big difference to the learning experience of our children by contributing to the cost of a library and IT suite and bespoke sheds to house the OPAL project resources safely. She explained how OPAL has allowed children to flourish at playtimes by being able to be children and play creatively alongside children of all ages. The PTA stepping up to pay for fans for the hall during the heatwave meant that the Year 6 production, which is a memorable event for the whole year group, could still go ahead in the extreme heat.
- The school is now looking at ways the playground can be improved further and for the benefit of all children.
- Mrs Boon also thanked the PTA committee for all their hard work, especially during lockdown when the usual events could not take place. The PTA ran a schedule of online and virtual events and scavenger hunts, allowing the PTA to raise much needed funds for the school despite the circumstances. The need for succession planning was

highlighted, given that most of the committee have older children and would not be in school for many more years.

7. Retiring Committee

- 2021-2022 committee members and intentions are as follows:
 - Amanda Campbell, co-chair, stepping down and intending to stand again as co-chair
 - Annabel Blakesley, co-chair, stepping down and intending to stand again as co-chair
 - Irene Feely, treasurer, stepping down and intending to stand again as treasurer
 - Monica Gilsenan (apologies given), stepping down
 - Vicky Taylor, shadow secretary, stepping down and intending to stand as secretary

8. Election of PTA Committee

- Chair Amanda Campbell, nominated by Annabel, seconded by Roz.
- Chair Annabel Blakesley, nominated by Amanda, seconded by Claire.
- Secretary Vicky Taylor, nominated by Amanda, seconded by Annabel.
- Treasurer Irene Feely, nominated by Amanda, seconded by Simone.
- Treasurer Simone Clarke, nominated by Amanda, seconded by Irene.
- Shadow Secretary Alex Athienitou, nominated by Annabel, seconded by Vicky.
- Shadow Treasurer Nichola Barham, nominated by Annabel, seconded by Amanda.
- Shadow Chair Claire Cox, nominated by Amanda, seconded by Annabel.
- Shadow Chair Michelle Jeyes, nominated by Amanda, seconded by Annabel.

9. Appointment of Independent Examiner for Accounts

- IF explained that, according to the Charity Commission guidelines, if a charity raises over £25,000 over a year, an independent examiner is required to verify the accounts. The PTA fundraising is currently below this figure and so has not been necessary. IF prepared the 2021/22 accounts and they were reviewed by Simone Clarke.

10. PTA Constitution 2022/23 signatures required

- VT collected signatures on constitution and Trustee Eligibility Declaration forms.

11. Upcoming Events

- Christmas Fayre Saturday 26th November 2022
- St Patrick's Disco Friday 17th March 2023
- Summer Fayre Saturday 24th June 2023
- Summer Ball Saturday 8th July 2023

12. Date of Next Meeting

- Monday 17th October 8pm via Zoom. Link will be sent out via ParentMail and WhatsApp groups. All welcome!

13. AOB

- There was some discussion about future spend and how a suggestion for a school defibrillator had come about. Mrs Boon is keen to look into the possibility.
- The PTA Committee really need a representative from each class to regularly attend meetings in order to spread the load and to enable succession planning. The Ball organising team and Family Kitchen team also need more members. If you can help, please let the PTA know.

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- Ideas were shared on future communication efforts and ways to raise funds (e.g. a re-gifting shop for Mother's/Father's Days).
 - Clarification was sought on what the party pack is and how it works. The party pack is a box of re-useable plates, cups, table cloths, jugs, bowls and bunting that can be hired for £10 from the PTA, ideally for children's parties. For more information and bookings go to www.tinyurl.com/partypackolol or email lolpartypack@gmail.com

14. Thank you and Close