



The Dell PTA AGM: Co-Chairs' Annual Report 2017/18 18th October 2018

The Dell Parent-Teacher Association

The Dell PTA exists to support the school & the community life of the school. These aims are achieved through organisation of events such as discos, fayres, quiz nights, raffles, etc., and applying for monetary grants and donations of goods and services from a variety of sources. With funds raised by the PTA, the school is able to purchase items costing from a few pounds up to several thousand; without the PTA it would essentially be impossible for the school to make these purchases owing to budgetary constraints.

The PTA works with the school staff and leadership team to establish funding needs and priorities, and regularly reviews the current and projected PTA finances to determine the feasibility of committing to providing funding for these needs.

Charity

The Dell PTA is a registered charity (charity number 1129029) and is administered via monthly PTA committee meetings which are usually held on a week day evening at various venues around Chepstow (e.g. local pubs); the minutes of each meeting (produced by our PTA Secretary, Mark Turner for 2017/18) are circulated via email to the PTA committee / volunteer list and are also stored electronically within the PTA's centralised on-line storage (via Google Drive, which is part of the Google email account (pta@dell.monmouthshire.sch.uk) provided by Monmouthshire County Council). The Co-Chairs (Liz Gibbon and Stephen Curran for 2017/18) and aforementioned Secretary (Mark) are trustees of the charity and an annual financial return is submitted to the Charities Commission each August, in keeping with the Commission's regulations. Trustees can be changed as necessary, as the churn in volunteers continues.

The committee is made up of parent and school staff volunteers, with a wider volunteer base that helps to arrange and run events. The continued operation of the PTA is wholly reliant on the generous assistance and support of all these volunteers, to which is extended our deepest gratitude, and anybody who can spare time in this capacity is encouraged to become involved.

Finance

A full financial report for the academic year 2017-18, produced by our PTA Treasurer (Katherine Matthews for 2017/18), is available from the PTA webpage on the school's website, and a summary is provided here.

- Over the academic year **September 2017 to September 2018**, *excluding grants awarded that are not received into the charity's accounts*, we have raised **£13,839.16** (compared to **£14,629.30** in **2016-17**). This is from a combination of grants (£6,340 compared with £5,900 last year) and events/activities (£7,570.30, compared with £8,729.37 last year).
- The opening balance at the **last AGM on 19th October 2017** was **£4,214** and as of **18th October 2018** it is **£5,561.17**.
- Financial performance for the year is in keeping with expectations. A bank balance of £500 has been determined to be the minimum threshold as contingency against unplanned expenditure.

Highlights since the last AGM (19th October 2017)

We targeted various funding / grant programmes and have seen a number of successes:

- **Tesco Bags of Help:** The grant of £5,000 that was won during the last academic year was received in phases this year, and went towards climbing ramps located on the school field.
- **Charities Trust (Aviva):** £500 was awarded for outdoor learning/activities.



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- **Earnest Cook Trust:** £840 was awarded and allocated to Forest School training and equipment.
- As always, many thanks go to our Grants Manager Janet Hopkins for all her continuing efforts in seeking, approaching & applying for grants, which resulted in these successful outcomes.

In addition, funds raised from events supported by pupils, parents, school staff, friends and families enabled us to provide:

- Techniquet membership for the whole school for a year.
- Bike racks.
- Pantomime snacks.
- Gardening Club equipment.
- Forest schools equipment.
- Mindfulness training for Miss Cass.
- Year 6 leaver books.
- Teepee team building day (Year 3).
- Reading corner furnishings (KS2).
- Chess Club competitions.
- Please see *The Dell PTA Finance Report 2017-2018* for more details on items and expenditure).

The PTA events and activities held throughout the year that provided the non-grant funding went very well again, and again our thanks go out to the *many* people who have volunteered with these - apologies if any names are omitted:

- **The Christmas & Summer Fayres** were very successful. They were well attended as usual (with good weather for the Summer Fayre again) and the feedback was that they were thoroughly enjoyed by pupils, parents, school staff and families. A few new events were trialled this year, including St. John's Ambulance demos/training, a Brownies stall and the very successful Forest School in the Conservation Area (run by TAs Mrs James and Mrs Bajjada). Alongside pupil and staff stalls, the PTA ran a number of stalls and attractions thanks to our parent volunteers (Jess, Vanessa, Bev, Mark, Naomi, Helen, Kath, Emma, Janet, Rhian, Cath, Kelly, Mel, Hannah, Lara, Jenny and partners in some cases!). Both fayres continue to raise a significant proportion of the PTA income, and are great community events.
- **The Christmas & Summer Raffles** continue to be an excellent source of community interest and fundraising (many thanks go to our 2017/18 Raffle Managers Anna Evans and Naomi Leeming for coordinating these), and the cash main prize continues to prove popular.
- We have continued to run the **Quiz & Chips Night** and the **Christmas Card Project** and intend doing so again for 2018/19. We have also continued to run **3 school discos** (one per term) and again that will continue over this coming year. Thanks go to Anna Evans for her work on the quiz nights, Kelly Clarke & Liz for the Christmas Card project and Vanessa Hathaway for organising the discos, and also to all those parents who volunteer to make these events run smoothly – particularly in the tuck shop zone, which can get quite hot & hectic!
- An **Easter Chicken Hunt & Raffle** held over the Easter holidays proved to be a great way of getting people out and about, without necessarily focussing on fundraising. Thanks go to Rhian Burrows for coordinating this (and for maintaining the PTA notice boards on the school grounds – those glass panels are quite heavy!).



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- Our second **Mother's Day event** was held at the school, where pupils are able to purchase small gifts for £1 each. This again went very well and raised £327, with thanks going to Liz Gibbon and Naomi Leeming for taking the lead on this.
- In May we supported a **Dell Park Fun Day** at The Dell Ground for the first time, with a cake sale. This proved to be popular thanks to the wide variety of lovely cakes baked by volunteers and sold with flare and panache by Jenny Hunt, Liz Gibbon and Hannah Ramsey.
- We continued to supply **refreshments** at a number of school events (such as the summer production, concerts and sports day). Thank you to all who contributed to the running of these – Helen Steele, Liz Gibbon, Kate Godwin–Tate and Rhian Burrows.
- The **Second Hand Uniform** initiative continues to be a great resource for parents, and provides a steady income stream for the PTA, courtesy of the kind donations received. Thanks go to Jenny Hunt and helpers (Jess & Lara) for coordinating this.
- The **School Lottery** scheme is providing a steady level of income, but would benefit from an increase in the number of participants. The PTA webpage on the school website has dedicated links for people to sign up, flyers have been produced, posters have been placed on notice boards and Facebook and Twitter have been used to advertise these, but additional participants would be welcome (we only have around 28 people signed up, and some of these are parents who no longer have a child at the school!).
- The **Easy Fundraising** scheme is not proving to be popular and generates very little income, but it requires almost no management effort so the link remains available on the PTA page of the school web site if anyone would like to take advantage of this.
- We have continued to fund **ad-hoc requests** from school clubs & school year groups for various activities and equipment (see previous list).
- Although we have a PTA page on the school website (updated annually), we continue to use our **Facebook** presence to communicate event information & requests for volunteers and to keep parents updated on how the funds raised are being spent. This also allows us to post photographs of improvements to the school so that parents and other supporters of events can see tangible evidence of how funds raised have been invested. We have also created a **PTA twitter account** (@thedellpta - thanks go to Kelly Clarke for setting this up). Please see the links on the PTA page of the school website for more information.
- We have had several **new members join** the PTA committee in 2017/18, which is a great thing to see. We hope to see many more in 2018/19 to ensure that the PTA continues to work smoothly as membership evolves and the "role batons" are passed on.

Again, for full details of funds raised please see *The Dell PTA Finance Report 2017-2018*.

The Coming Year:

Prior to each AGM, we hold a meeting at the start of each academic year to determine dates for our regular events for the year to allow for adequate planning. The following dates have been agreed with the school for some of our key events for 2018-19:

- 4th November: Chepstow Round Table Community Fireworks Night, Chepstow School
- 16th November: Quiz & Chips Night (for the adults – an evening event in the school hall)
- 30th November: Autumn Term Disco
- 14th December: Christmas Fayre
- 15th February: Spring Disco
- 29th March – Mother's Day Present Room



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- June 15th, 22nd or 29th – Summer Fayre (*depending on Summer Production date*)
- 28th June – Summer Disco

Last year one of the objectives agreed with the school was the installation of a canopy outside Year 3 / Year 6 classrooms, but since these are a significant expense, the school is making other enquiries with MCC, so the focus for this year is around building an outdoor classroom (a wooden structure), which may be more feasible. Liz has had a few discussions with The Lions and they said it may be something they could help us with – they would part fund if we had raised a certain amount ourselves.

We will be progressing the requirement raised last year for 'Block Play' classroom sets, plus storage units. This will be achievable thanks to a grant from Viridor, secured by Janet.



A stage/platform area in the Foundation Phase (infant) yard still on the cards – we have two volunteers who are able to help and source/construct stages at a significantly reduced cost when compared to commercial suppliers. In the meantime, all other funding requests received from the school will continue to receive due consideration from the PTA committee.

It should be noted that working with the school staff has been a success story in its own right. It is very much a symbiotic relationship, and the message that Liz and I would like to convey is that the school really does appreciate the time and effort that everyone puts in to PTA activities. During the Governing Body AGM in October 2018, school finances were discussed and the importance of the contribution of the PTA was emphasised by Mr. King – “The PTA work is stunning”, and if you haven't seen the Governor's Report to parents, it says “We are blessed with an outstanding PTA team”. This recognition is for all who help in any way with PTA activities.

As with every year, the following sentiment applies: there are again *many* names that have not been mentioned in this report, from parent volunteers and school staff through to members of the wider community. Again, Liz & I would like to take this opportunity to thank everybody for their extremely hard work and dedication to making the PTA a continued success; we again have very much enjoyed Co-Chairing the PTA over the last year - the Co-Chair arrangement continues to work well (at least we think so!), and both Liz and I would again be pleased to carry on in these roles over the coming year to continue to build on what has been achieved over the last few years.

Liz Gibbon & Stephen Curran
Co-Chairs
The Dell PTA
18th October 2018