



The Dell Parent Teacher Association
The Dell Primary School
Welsh Street
Chepstow
Monmouthshire
NP16 5UQ
01291 635641
pta@dell.monmouthshire.sch.uk
www.dell.monmouthshire.sch.uk

The Dell PTA AGM: Co-Chairs' Annual Report 2018/19 17th October 2019

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 via 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 2018/19) 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 our Google account (pta@dell.monmouthshire.sch.uk) that is provided by Monmouthshire County Council via The Dell). As of the date of this report, the Co-Chairs (Liz Gibbon and Stephen Curran for 2018/19) 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 volunteer base changes.

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 and continual gratitude every year, and anybody who can spare time in this capacity is encouraged (begged!) to become involved.

Finance

This past year has seen an increase in the school's dependency on financial support from the PTA, which has also become evident nationally. As school budget constraints continue, our PTA is seen as a vital contributor to providing not only for learning essentials, but for other "softer" items and events that are able to support the wellbeing aspirations and aims of the school.

A full financial report for the academic year 2018/19, produced with our thanks by our PTA Treasurers (Michael Hatter & Katherine Matthews for 2018/19), is available from the PTA webpage on the school's website, and a summary is provided here:



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- Over the academic year **2018/19**, *excluding grants awarded that are not received into the charity's accounts*, we have raised **£13,230.66** (compared with £13,839.16 in 2017/18). This is from a combination of:
 - Grants totalling **£4,866** (compared with £6,340 in 2017/18), and
 - Events/activities/donations totalling **£8,364.66** (compared with £7,570.30 in 2017/18).
- The opening balance as of **17th October 2019** is **£11,435.48** (compared with £5,561.17 at the last AGM on **18th October 2018**).
- Financial performance for the year is in keeping with expectations. A bank balance of £500 remains as the minimum threshold to act as contingency against unplanned expenditure – amounts greater than this could be considered an unused resource and are best allocated to the school.

Highlights since the last AGM (18th October 2018)

As for previous years operating with a dedicated Grants Manager, we targeted various funding / grant programmes and again have seen a couple of significant successes:

- **Tesco Groundworks:** A grant of £2,000 was received, and went towards outdoor play equipment.
- **Viridor:** £2,866 was awarded for playblocks.
- As ever, many thanks go again 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 to the above grants (which are primarily aimed at specific projects/causes), funds raised during the year from donations and events supported by pupils, parents, school staff, friends and families enabled us to provide:

- Young Voices Concert Banner.
- School Banner.
- School Sports Subsidy Fund.
- Annual Subscription for Governors Cymru.
- School Christmas Tree.
- Pantomime Snacks.
- Hockey Equipment.
- Lunchtime Nurture Club.
- Forest School Equipment.
- House Team Prize.
- Mini Sheds and Tools.
- Crisp Packet Recycling Box.
- Year 2 Sweet Stall Match Funding.
- Year 4 £5 Challenge.
- Year 5 Sewing Kits.
- Year 6 Leaver Books.
- IKEA Storage Equipment.
- Shed.

Please see *The Dell PTA Finance Report 2018-2019* 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 once again our thanks go out to the *many* people who have volunteered with these - apologies if any names are omitted:



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- **The Christmas & Summer Fayres** were yet again very successful, with plenty of support provided by parents, staff, children, friends and relatives.
- The Christmas Fayre was held on Sharing Day, and this worked well as it provided a steady flow of people throughout the afternoon, avoiding the immediate rush and bustle of previous Fayres. This is something to consider as a strategy for future fayres.
- Good weather for the Summer Fayre no doubt again was a factor in its success, with lovely feedback received from attendees. There were no go-karts at the Fayre this year owing to supplier issues, and we did struggle slightly with volunteer numbers for the first time in several years, which gave us some initial concerns, but plenty of other attractions and activities kept interest levels high and this was reflected by the funds raised as they were at the same level as last year. This year we also had SARA and Chepstow Fire Service along, who spent lots of time at the school and generated lots of interest from parents and children alike (despite the Fire Service disappearing briefly to rescue someone trapped in a lift!). Monmouthshire Sports Development provided (at no cost) a great set of activities for all to enjoy, so many thanks go to them; Prostars provided us with soccer speed shot and the ever-comical bubble football.
- The slide and gladiator duel inflatables were a good attraction, and it is worth noting that even though the gladiator duel did not make a profit, it added to the look and feel of the overall event.
- The PTA-run burger stall ("McDells™") was again very popular and proves to be profitable if we run this ourselves, complemented by the ever-successful licensed bar and the ice-cream bike.
- Forest School in the Conservation Area (run by TAs Mrs James and Mrs Bajjada) again generated a good amount of interest (the pond had been cleaned earlier in the year by PTA volunteers), and alongside the Year 5 pupil and staff stalls, the PTA prepared/set-up and/or ran a number of stalls and attractions.
- Both fayres continue to be key events in raising a significant proportion of the PTA income, and are great community events.
- We'd like to convey a massive thank you to our parent volunteers who made these big events possible (we try to track everyone but there's a chance we might have missed one or two sorry): Rachel H, Heidi, Maxine, Vanessa, Bev, Mark, Rhian, Pete, Katie, Helen, Kath, Emma, Janet, Martin, Leanne S, Rebecca, Jess, Cath, Kelly, Mel, Hannah, Lara, Jenny H, Becky, Jo, Nadine, Jenny F, Louise, Kate GT, and other partners in some cases - again!). Many on this list help magnificently throughout the year too.
- **The Christmas & Summer Raffles** again continue to be an excellent source of community interest and fundraising (many thanks go to our 2018/19 Raffle Managers Jess Carelse, Lara Bowyer and Naomi for coordinating these, and our thanks go out to all the businesses that kindly donated a prize), and the cash main prize of £100 continues to prove popular.
- We again continued to run the **Quiz & Chips Night** and the **Christmas Card Project** and intend doing so for 2019/20; the Quiz & Chips is an example of a lovely community event that brings parents, school staff, friends and relatives together, and raises a good level of funds (aided by the bar!). We have also continued to run **3 school discos** (one per term) and again that will continue over this coming year. Thanks go to Hannah Ramsey & Mark for their work on arranging 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



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events run smoothly – particularly in the disco's tuck shop zone, which can get quite hot & hectic!

- Owing to limited time and availability of volunteers, it wasn't feasible to hold another **Easter Chicken Hunt (and mini-affle)** over the Easter holidays, but perhaps this could be something to consider again for Easter 2020; as for previous years, the hunt is a great way of getting people out and about, without necessarily focussing on fundraising.
- Our third **Mother's Day event** was held at the school, where pupils are able to purchase small gifts for mums for £1 each. This again went very well and raised £345.01 (a slight increase on the previous year), with thanks going to Jenny Hunt for taking the lead on this, and all the volunteers who helped with obtaining presents and on the day.
- We again 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.
- The **Second Hand Uniform** initiative, as for previous years, continues to be a great (and green!) 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 continues to provide a steady level of income (£762.80 for 2018/19), but as ever 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 over the years, posters have been placed on notice boards (many thanks to Rhian Burrows for managing the boards) and Facebook and Twitter have previously been used to advertise these, but additional participants would be welcome (pre-release update: a Facebook campaign at the start of this academic year increased the uptake by around 100% to about 60-70 participants! Well done Helen Steele and others who promoted it).
- The **Easy Fundraising** scheme continues to prove to be not 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 also continue to use our **PTA twitter account** (@thedellpta) for messaging and promotion. Please see the links on the PTA page of the school website for more information. As always, the PTA email address is checked regularly for messages and responses are provided as soon as possible.
- We have had several **new members join** the PTA committee in 2018/19, which is a great thing to see. We hope to see many more in 2019/20 to ensure that the PTA continues to work smoothly as membership evolves and the "role batons" are passed on.
- For full details of funds raised please see *The Dell PTA Finance Report 2018-2019*.



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The Coming Year:

Prior to each AGM we hold a meeting at the start of the academic year to determine dates for our regular events for the coming year to allow for adequate planning. The following dates have been agreed within the PTA and the school where necessary for some of our key events for 2019/20 (also included are some key PTA administrative dates):

- 22nd November 2019: Bingo & Chips Night (for the adults – an evening event in the school hall)
- 29th November 2019: Autumn Term Disco
- 13th December 2019: Christmas Fayre (on sharing day)
- January 2020 – Renew ParentKind membership & Alcohol/Gambling Licenses.
- 13th March 2020: Spring Term Disco
- TBA February/April 2020 : Quiz & Chips Night (for the adults – an evening event in the school hall)
- 20th March 2020 – Mother’s Day Present Room
- 27th June 2020 – Summer Fayre
- 10th July 2020 – Summer Term Disco
- August 2020 – File Charity Commission Return
- September 2020 - Start of academic year 2020/21
- October 2020 – PTA AGM and Issue Chair’s Report

Funding for installation of the outdoor classrooms (robust wooden structures) remains as the major target to achieve for this forthcoming year, with costs of around £8000 expected.

A stage/platform area in the Foundation Phase (infant) yard has now been installed with the invaluable aid of parent Mark Taylor who sourced and constructed stages at a significantly reduced cost when compared to commercial suppliers.

As usual, all other funding requests received from the school will continue to receive due consideration from the PTA committee.



Again, this year we’d like to emphasise how effective the ongoing work with school staff has been in making the PTA a success, and once again Liz and I would like to convey that the school really does appreciate the time and effort that everyone is able to put in to PTA activities. PTA funding continues to remain a key part of school operations and PTA events continue to provide a great sense of community for all (and this includes past and present parents, staff, pupils, families and friends).

As for every year, 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. As always, Liz & I would like to take this opportunity to thank everybody for their extremely hard work and dedication in making the PTA a continued success.



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We again have very much enjoyed Co-Chairing the PTA over the last year - a Co-Chair arrangement still continues to work well. Sadly, however, this academic year is my (Steve) final year as a parent at The Dell. Liz and I have discussed things and I intend to step down as Co-Chair during my final year in order to support a smooth transition to a new Co-Chair, to be nominated and voted for at the AGM. It has been an absolute joy and a privilege to have been involved with the PTA since my daughter joined Reception at The Dell in 2014, and to have Co-Chaired it since 2015. I have worked with many wonderful and energetic people and have been amazed at how generous people can be with their time when life allows it (and sometimes even when life still makes it tricky!). It really is the people who are willing and able to take part that make a PTA successful, and I truly hope that the PTA will continue to receive the support, wisdom and efforts of those who will still be involved after I leave and those who are yet to discover how rewarding being part of a PTA (*our* PTA) really is.

Whilst my role within the PTA may be winding down, there have been other developments in my role as a Parent Governor at The Dell, in that I have (somehow!) been voted in as Chair of Governors following the resignation of Ann Holloway (who is moving to Australia, which I understand has nothing to do with being CoG!). This means that I will still have an active role within The Dell community for at least one more year beyond this academic year, and possibly more – who can tell? In this role, therefore, I would be pleased to be invited along to any PTA meetings where it is considered I might be of some use. Also, my IT skills are still at the PTA's disposal should the need arise!

With best wishes,

Liz Gibbon & Stephen Curran
Co-Chairs
The Dell PTA
17th October 2019