

PTFA AGM Minutes
Thursday 2nd October, 2025

- **Present:**
Kerrey Neville, Rachel Turton, Kealeigh Neville, Alison Howells, Sam Francis, Katie Bolter

- **Welcome and introduction to the PTFA**

- **Chair's Annual Report (Kerrey Neville):**

Welcome everyone and thank you for attending this afternoon. Firstly, let me introduce myself, for those that don't already know me, my name is Kerrey Neville and I am the Chair of the PTFA here at Yew Tree I also work as a Teaching assistant within our school.

Our Summer fayre this year was another great hit and along with the raffle. Thankfully the weather was definitely on our side this year and that makes a massive difference. Donuts for Dads was again a great success and the children loved purchasing and taking home the doughnuts for Father's Day. We will look into continuing this or something similar each year, may I add if anyone can think of any different ideas we can do please let us know. Once again, our xmas activity week was a huge success with every child taking part in lots of different activities. Our xmas market was a great success as well as our xmas raffle but I think it may have been our best yet. The xmas market definitely seems to be getting better each year and I'm hopeful it will continue to grow. We are looking at continuing with these activities again this year.

Our Easter activity this year was once again the Golden ticket chocolate bar event, which went down really well and the children love coming to collect their bars, choosing their own bar and seeing if there was anything inside. By making some of the prizes ones that could be redeemed at the summer fayre cut down the outlay.

As always our Ice cream Fridays were a great success and we will continue with these again this year. We now have a much bigger freezer so we can now stock more ice creams enabling us to serve more children.

How our funds are spent

We pride ourselves on taking the lead on how our funds are spent by listening to our children through the school council but also by working closely with them. By working with our children we can see what they would like and sometimes it's just a matter of what they need to enhance their time here at Yew Tree, we also liaise closely with our senior leadership team and teachers to see how we can bridge the gaps to fund things that school can't.

This Year:

We donated to the young voices concert by paying for half of the t shirts for all children and Yr 6 leavers gifts. We have given school a cheque for £1500 to enhance school resources and I know some of this has been put towards off site activities.

We are looking into enhancing our pre-loved uniform shop as we feel a physical shop would benefit all parents as appose to an online one. We have now purchased an outside shed, we have been given some shelving for inside from school but are looking into purchasing more so that our pre-loved uniform shop can start to take place it will also be used for other PTA events such as serving refreshments from there on summer fayre days.

Committee Leadership Changes

Myself and Miss Turton are more than happy to continue to stay in our respective roles but we need to ask for a vote from yourselves for this to continue. As Ms Pakesh has now stepped down from her role Kealeigh has also offered to take on the role of Secretary unless there is anyone that would like to take this on. We are still on the look-out for members and our age old saying of more the merrier still stands. We have had a few new members join us for different meetings this year and we hope this continues. As our PTA events grow we need more volunteers to help us provide these events for our community. As I have said before all parents are automatically members of our PTFA and if anyone feels they have time to spare no matter how small please let us know you are all very welcome. We are also always looking for new ways to fundraise alongside our yearly xmas and summer fayres and if anyone has any ideas we would definitely be open to looking into them.

As we Stand

Pre-loved uniform shop has been put on hold awaiting until we can get it all moved over to our new shed and hopefully open a physical shop after school. We still sell P.E tops which ticks along

Year Ahead

With the community in mind, we have made the joint decision with school to hold our 1st ever Firework event, all done by a professional company. This is both exciting and scary as it is probably the biggest event we have ever taken on.

We have secured 5 outside vendors to provide food: burger van, jacket potato/nacho van, doughnut van and candyfloss van along with our ever popular Heavenly bakes. They have all paid a pitch fee and are giving us 20% of profits.

PTA will be doing drinks and samosas. We will also have a shop selling a variety of light up toys. We have kept ticket costs very competitive having looked at other outside events and hope this will prove popular with our families, please do talk about our event to other parents and help promote this for us. We are hoping ticket sales will cover the cost of any outlay and refreshments and shop will give us our profit. Tickets are going well so far and we hope this will be an ongoing event.

With the current financial situation most of us are finding ourselves in, we are conscious of making sure we do not ask too much of our family's, we are always mindful of the amount we ask from our parents and try to spread this across the year.

Can I take this opportunity to thank all the parents and staff that form our PTFA for your continued hard work, I know sometimes I have some crazy ideas but you all let me run with it and work really hard to help me pull it off. Can I also thank all our parents for their continued support and generosity which without we wouldn't be as successful as we are. Thank you to everyone for all their hard work in making Yew Tree PTFA the success it is.

- **Treasurer's Annual Report (Rachel Turton):**

September 1st 2024 Opening Balance: **£9,848.86**

Fundraising Events:

Event	Money Raised	Expenses	Profit
Xmas Cards/gifts	£2,103.35	£1,860.23	£243.12
Xmas Raffle	£660.00	£237.59	£422.41
Xmas Fun Day & Activities	£4,727.35	£1,272.95	£3,454.40
Asda Cashpot	£558.64		£558.64
Easter Activities	£782.00	£435.75	£346.25
Ice-cream Friday	£811.45	£468.80	£342.65
Doughnuts for Dads	£296.00	£189.55	£106.45
Summer Fayre	£2,281.80	£596.03	£1,685.77
Summer Raffle	£496.00	£188.86	£307.14
Easy Fundraising	£86.67		£86.67
			£7,553.50

Other Expenses:

	Cost
Parentkind Membership	£162.00
Lottery registration with Sandwell MBC (Raffles)	£20.00
PTA Shed/Farm Area Development	£4,912.00
Freezer	£589.00
Tables x 2	£59.48
Jugs	£18.99
Deposit for Firework Display	£750.00
	£6,511.47

Contributions to School:

	Cost
Class Xmas Presents	£105.26
Party Prizes	£220.00
Young Voices T-Shirts contribution	£105.00
Contribution for Educational Activities	£1,500.00
Yr6 Leaver's Gifts + Graduation	£229.36
	£2,159.62

August 31st 2025 Closing Balance: **£9,611.64**

We have also contributed £300 towards some new playground equipment for lunchtimes.

- **Proposed Changes to Members:**

Chair: Kerrey Neville proposed and accepted

Treasurer: Rachel Turton proposed and accepted

Secretary: Kealeigh Neville proposed and accepted

- **Proposals for 2025 – 2026:**

Firework Display:

We need to advertise more as some parents miss Class Dojo notifications. It was felt that we need to advertise the event more, particularly what is being offered in terms of stalls and food vendors. RT to update the poster to add this and KN/RT to post pictures/videos from the food vendors on Class Dojo. It was suggested we do a leaflet drop on the gates after school. It was also suggested we put posters around school or in the community (local shops, the community centre etc) with maybe a QR code to link to LetsLocalise. The idea of purchasing a banner was also put forward. We will look into these suggestions and speak to the headteacher. It was suggested that we could look at catering for the event ourselves in the future, with a BBQ. We need to look into the implications for this such as insurance.

- **AOB:**

LetsLocalise:

We have used LetsLocalise for many years now successfully. The company has now expanded and have changed their platform for GDPR purposes. Unfortunately, this has led to some issues with logging on to accounts and payments. We have had meetings and are in constant contact with them to try to sort these issues out. We are looking at other possible platforms to replace LetsLocalise. PTA Events is a site that many PTA's use and we are looking into whether this can provide us with the services we require. We would also like a platform that the community may be able to use so that we could involve them more with some of our events, such as the fireworks display.