



## PTA Autumn / Winter Committee

### Minutes Held on 12th November 2025

**Present Committee:** Tina Shepherd (Co-Chair), Narsing Chennamaneni (Treasurer), Adam Luk (Secretary), *Mark Wieder (Head), Tiffany Forshaw (TF), Victoria Duffield (VD) – total attendees 6*  
**Apologies:** Freya O'Mara (Chair)

Item	Minutes	Action
	<b>Welcome and apologies from Tina Shepherd (Co-Chair)</b>	
1	<ul style="list-style-type: none"> <li><b>Treasurer's Report and Financial Updates (NC)</b>  Funds down from £61,000 to £51,000 (main factors: large invoice, lower match funding).  NC details various fundraising activities, including a £1,000 profit from a disco and £260 from cake sales.  NC discusses the need for a letter for Pfizer match funding and the pending expenses from the Diwali fair.</li> <li><b>Discussion on Match Funding and Future Plans:</b>  Decline in match funding anticipated; targeted marketing planned (company logos, parent events, awareness campaigns).  MW recommends having a stall at parent open evenings to explain match funding and PTA activities.  TF proposes using logos of companies that match fund to attract more contributions.</li> </ul>	<ul style="list-style-type: none"> <li><b>See Addendum:</b> report for further details.</li> <li><b>Action:</b> Narsing to pursue outstanding invoices and finalise the report.</li> <li><b>Action:</b> Tina to produce and circulate match funding promotional material (including event displays, communications).</li> </ul>
2	<ul style="list-style-type: none"> <li><b>Headteacher's report and School Needs (MW)</b>  <b>School Funding Challenges &amp; Savings Required:</b>  Mr Wieder reports on the school's financial constraints and the need to save £541,000 over three years.  MW mentions the need for a new board for Sycamore class and the potential use of AI writing tools for children.  Discussion on the state of school grounds, including the long jump pit and play equipment, and the need for urgent repairs.</li> </ul>	

3	<ul style="list-style-type: none"> <li>• <b>Pool Upgrade and Fundraising Strategy:</b> TF provides an update on the pool upgrade, including the need for skimmer lines and paving repairs.  Discussion on the importance of the pool for swimming lessons and the potential costs involved.  Tina suggests dipping into PTA funds to support the pool upgrade and the need to raise additional funds.  MW supports committing £10,000 from PTA funds to the pool upgrade to boost fundraising efforts.  <b>Other Funding Requests:</b>  New board for Sycamore class and the potential use of AI writing tools for children.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>PTA approved</b> £10,000 allocation from unrestricted funds to trigger £4,000 grant, total need £20k+ for skimmers/paving.</li> <li>• <b>PTA approved</b> New Board for Sycamore <b>Pending Quotations</b></li> </ul>
4	<p><b>Volunteer Needs and Upcoming Events</b></p> <p>Christmas Fair, wrap-a-present, reef workshop require more volunteers; teachers/assistants encouraged to participate.</p> <p>Narsing mentions the need for volunteers for the Christmas fair floats and the popularity of the wrap a present event.</p> <p>Tiffany updates on the reef workshop, noting the need to advertise and involve teachers and teaching assistants.</p> <p><b>Discussion on the need for event leads and the importance of finding volunteers to drive various activities.</b></p>	<ul style="list-style-type: none"> <li>• <b>Action:</b> Tiffany to provide updates on volunteer recruitment</li> </ul>
5	<ul style="list-style-type: none"> <li>• <b>Website and Payment Integration</b> Current PTA website needs refreshing, better payment solution needed (explore Stripe, templates, Gift Aid compliance).  Narsing suggests using modern templates and integrating payment options like Stripe to avoid handling personal information.  Tiffany mentions the need to simplify the website and move documents to a shared drive.  Adam proposes creating a page on the school's existing website to streamline updates and reduce workload on the school office.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Action:</b> Narsing &amp; Victoria to review templates, payment integrations, and propose a timeline for update.</li> </ul>
	<ul style="list-style-type: none"> <li>• <b>New events for 25/26</b>  Branded Wieder Chocolate bars sale – to include a free ticket to the school disco and house points (TS) TBC  Colour Run in the Spring</li> </ul>	<ul style="list-style-type: none"> <li>• TS to confirm dates for the sale of the Wieder bars</li> <li>• TBC more info on the Colour Run</li> </ul>

	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>• The next meeting is tentatively scheduled for January 28th, with the possibility of a hybrid meeting.</li> <li>• Discussion on the need for more meetings in the spring and summer due to upcoming events like the Colour Run.</li> </ul> <p>Tiffany thanks Adam for taking on the role of secretary, and the meeting concludes with a plan to organise a Christmas catch-up event.</p>	
	<b>Next meeting proposed for 28th January 2026</b>	
	<p>Adam Luk Secretary for <b>Aldryngton School PTA</b>  <a href="mailto:secretary@aldryngtonpta.com">secretary@aldryngtonpta.com</a></p>	

## Presented at the Autumn / Winter Committee Meeting

**Date:** 11 November 2025

**Prepared by:** Narsing Chennamaneni, PTA Treasurer

### 1. Introduction

I am pleased to present the Treasurer's Report for the Aldryngton Primary School Parent Teacher Association for the AGM Meeting dated 11 Nov 2025.

This report provides a summary of the PTA's financial activities, including our bank account balance, income and expenditure from fundraising events, and how PTA funds were used to support the school and its students.

### 2. Bank Account SummaryNotes:

Balance of accounts as at 11 November 2025	
Reserve Account	£46,790.12
Capital Account	£4,584.80
Current Account	£150.00
Total bank	51,524.92
Petty Cash	-
<b>Total PTA Funds</b>	<b>51,524.92</b>
<b>Committed and restricted funds</b>	
Capital Account (reserve)	£4,576.64
Funds already committed to School	£4,675.00
Sinking Fund	7,423.36
<b>Total Committed and restricted funds</b>	<b>16,675.00</b>
<b>Available Funds for spending (Total PTA funds minus Committed funds)</b>	<b>34,849.92</b>

#### Summary of bank account throughout the financial period

Date	Res Acc	Cap Acc	Current Acc	Total
1-Sep-25	£56,997.05	£4,576.83	£150.00	<b>£61,723.88</b>
11-Nov-26	£46,790.12	£4,584.80	£150.00	<b>£51,524.92</b>

All income and expenditure have been verified against bank statements and receipts.

### 3. Fundraising Summary

The PTA held several successful fundraising events and initiatives this year. These activities not only raised valuable funds but also strengthened community engagement.

Category	Income	Expenditure	Profit
2p Trail	0	0	0
Textile Collection	0	0	0
BT My Donate - General	0	0	0
Swimming Lesson Donations	0	0	0
Cake Sales	262.02	0	262.02
Christmas Cards	0	0	0
Christmas Fayre	0	0	0
Christmas Puddings	0	0	0
Disco	1347.57	-341.21	1006.36
Easter Egg Hunt	0	0	0
Floats	1515	-1515	0
Gift Aid	0	0	0
Christmas Grand Draw	0	0	0
Interest	0	0	0
Internet Sales Commission	0	0	0
Match funding - Eid Fayre	0	0	0
Match funding - Try a Tri	0	0	0
Match funding - WAP	0	0	0
Match funding - XMas Fayre	0	0	0
Match funding - Summer Activities	0	0	0
Match funding - Circus	0	0	0
Match funding - Second Hand Uniform Sales	0	0	0
Match funding - Diwali Fayre	200	0	200
Parent Bar	0	0	0
Pool Club	0	0	0
Quiz	0	0	0
Secondhand Uniform	13	0	13
Summer Fayre	0	0	0
Try a Tri	0	0	0
Wrap A Present	0	0	0
Misc	0	0	0
School	0	0	0

Deposit into bank	0	0	0
Funding Request	0	0	0
Circus	0	0	0
Summer Grand Draw	0	0	0
Bingo & Curry Night	0	0	0
Previous Year	0	0	0
Unrestricted donations	0	0	0
Unclaimed Expense	0	0	0
Match funding - Others	0	0	0
Unclaimed > 1yr	0	0	0
Wonderful.org donations	0	0	0
PTA Fund Raising	0	0	0
Lego Keyrings	0	0	0
Creditors	0	0	0
Crowdfunder donations	0	0	0
Santa Run	0	0	0
Wine Tasting	0	0	0
Half Term Safari	0	0	0
Zoom Santa	0	0	0
Non Uniform Day	0	0	0
Quiz	0	0	0
Stampastic	0	0	0
Spooky Halloween Competition	0	0	0
Walk To Wembley	0	0	0
Make The Rules Day	0	0	0
Ice Lolly Sale	0	0	0
Classroom projects	0	0	0
Diwali Fayre	1998.5	0	1998.5
Eid Fayre	0	0	0
Foreign Coin Collections	0	0	0
Leavers Party and Gifts	0	0	0
Carol Singing	0	0	0
Coronation Book Marks	0	0	0
Litter Bug Club	0	0	0
Art Exhibition	0	0	0
Tuck shop	0	0	0
Mother's day	0	0	0
Father's day	0	0	0
parentkind	0	0	0

Easy fundraising	0	0	0
XL publication	0	0	0
34sp	0	0	0
accountant	0	0	0
Family Lounge	0	0	0
Gambling License	0	-51.5	-51.5
60th anniversary	0	0	0
Dress a Decade	0	0	0
Hot Chocolate sale	0	0	0
Martin&Pole	0	0	0
To Reserve	1756.21	-5632.34	-3876.13
Save The Pool	529.25	0	529.25
Bag2School	117	0	117

We are grateful to all volunteers, parents, and staff for their ongoing support.

## 4. PTA Fund Requests from the School

Throughout the year, the PTA received and approved several funding requests from the school to support learning, wellbeing, and enrichment activities.

### Summary of PTA Fund Requests (2025)

#### Overall Totals:

- **Total Requested:** £19,408.23
- **Total Paid:** £14,733.23
- **Pending to Pay:** £4,675.00

### Approved and Paid Requests

- **Various School Items & Services – £14,733.23**  
*Includes gas (Mar–Jul 2025), pool maintenance, staging, pantomime, music trust, reading books, and Eid Fayre items.*  
**Requested by:** Julia Franks

### Approved Requests - Pending to pay

- **Playground Equipment – £500.00**  
**Requested by:** Miss Saunders
- **Well-being Nature Garden (Pond Area) – £1,000.00**  
*For special needs children – redevelopment of outdoor space.*  
**Requested by:** Julie Culham
- **Children's Knitting Needles (Club) – £40.00**  
**Requested by:** Julie Culham
- **Staff Release for Extra-Curricular Events – £3,000.00**  
*Covers staffing for school competitions and events such as Cross Country and Hexagon.*  
**Requested by:** Mark Wieder
- **DBS Certificates for Committee & Event Leads – £135.00**  
**Requested by:** PTA Committee



- **Garden Storage Box (MS Gardening Equipment)** – *Amount TBC*  
**Requested by:** Julie Culham
- **Smartboard for Sycamore Class** – *Amount TBC*  
**Requested by:** Miss Stroud

**Notes:**

- The PTA continues to prioritize projects that benefit the largest number of pupils.

## 5. Summary and Outlook

- The PTA remains in an **unhealthy financial position**.
- We project a major decrease in match funding for this financial year compared to last few years which contributed to the majority of fund raising.
- Next year's focus will include exploring new fundraising opportunities and ensuring transparent allocation of funds.

I would like to thank the PTA Committee, school staff, and parents for their collaboration and enthusiasm throughout the year.

**Prepared by:**

Narsing Chennamaneni

Aldryngton Primary School PTA Treasurer

11 November 2025