

# FRIENDS OF THE DEANERY

Deanery CE Primary School  
14 Fox Hollies Road, Sutton Coldfield, B76 2RD

## Meeting Minutes

<b>Meeting Date &amp; Time</b>	Tuesday 12th September 2023 7:30 pm	<b>Meeting Location</b>	School Staffroom
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## Attendees & Apologies

	Elected	Ordinary	Guests
Attendees	Adam Suter Mark Green Claire Hale Victoria Linney Jenny Wood Gemma Knight Hannah Barnwell Dave Rooney Cathryn Hewitt	Thom Peckett Kristina (new Reception parent)	
Apologies	Alicia Peckett		

## Minutes

### 1. Welcome, Introductions and Apologies.

Adam welcomed everyone to the meeting and gave an overview. Everyone introduced themselves.

### 2. Review of previous minutes.

Minutes from the previous meeting were agreed and signed off.

### 3. Action Point Review.

All Action Points relating to Summer term events had been completed.

Ongoing Action Point to improve lighting and pathway to the PTFA shed.

### 4. Financial position

**Current Bank Balance £5297.64**

**Operating Float £1500**

**Available Funds £3797.64**

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Adam shared that a donation of £10,000 had been given to school in July towards the new Adventure Playground.

## **Ring Fenced funds**

A vote was taken regarding the Ring Fenced Funds for the forthcoming school year. Each item was voted unanimously in favour;

Christmas Panto - £1,160

Christmas Selection Boxes £500

Y6 Leavers' Books £600

Y6 DJ and Photobooth £360

Ice Pops for Sports Day £50

Total £2,670

Adam also reiterated that PTFA have pledged a total donation of £25,000 towards the new playground and it was hoped that we will be in a position to donate a further £10,000 this academic year.

## **5. Recent Events Review**

### **Deaneryfest - July 8th 2023**

Adam and Mark gave a review of the event and the feedback received (see review document).

A brief discussion was had regarding ways to improve for next year and the provisional date of Saturday 6th July 2024 has been forwarded to school for approval.

### **Summer Disco - July 14th 2023**

Dave gave a review of the event, and a profit of £1,356.82 was made. This was another successful Disco considering the last minute change of date. (See Appendix)

A brief discussion around increasing the prices of the entrance fee and Disco activities was had. A price rise of 50p for the ticket price was voted in favour, with the new price being £4.50.

Mark also proposed the idea that the craft room activities become free of charge and we ask for donations of craft from the families of the school. This will be trialled for the Christmas Disco.

## **6. Upcoming Events**

A Year Planner had been sent to school with dates for our core events to be approved with the school calendar.

Confirmed dates so far were;

Coffee Mornings on Fridays 22nd September, 19th January 2024 and 3rd May 2024. Led by Claire

Quiz Night Friday 20th October Led by Mark and Adam

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Christmas Grotto Friday 15th December Led by Alison Rooney and Claire Hale

Christmas Cards - Led by Victoria

Dates to be confirmed;

Christmas Disco Friday 8th December

Krispy Kreme Donut Sale in November

Deaneryfest for Saturday 6th July 2024

Nursery Welcome Party - this has taken place in previous years to provide a fun activity for Nursery children when the rest of the school would go on a visit to the Panto. Last year, Nursery were able to watch the Panto as this was held in school by a visiting Panto Company. Mr Peckett to confirm whether this will be the same this year before a decision is made about the Welcome Party.

**AP - Mr Peckett to confirm the above dates with the School Calendar ASAP.**

**AP - Claire to send out Comms re forthcoming Coffee Morning ASAP**

**AP - Victoria to register with My Child's Art re Christmas cards and investigate a date for Krispy Kreme.**

## **7. Correspondence Received**

None

## **8. Funding Requests**

No further funding requests have been received,

There is still an outstanding donation of £15,000 towards the new playground.

## **Any Other Business**

The meeting was opened for any other business or questions to be raised.

## Next Meeting:

AGM Tuesday 14th November

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## Appendix - Summer Disco Review

Final numbers:

KS1 - 133 children and 39 parent helpers

KS2 - 187 children and 30 parent helpers

### **Total - 320 children**

- In total, there were 14 children less v's Summer '22 and 17 children less v's last disco - I'm happy with this given the late change to a less favourable date
- Volunteer numbers were deliberately limited again this disco, which worked well re capacity management and will be maintained moving forward
- Financial summary sheet is attached - our profit was **£1,356.82**
- A note has been made of those items that sold well and those that didn't
- There was general discussion around increasing the admission fee to £5 per child from Xmas Disco. Given our last increase was 5 years ago (Xmas Disco 2018), plus rising disco costs, I'm confident an increase would be widely accepted and have no adverse impact on ticket sales. To offer a guide, a £1 increase on price would broadly add £330 to profit per disco, adding an incremental £1k to the PTFA school funds contribution each year. One to discuss at next PTFA meeting.