
**The Friends of Poplar Primary School
Report and Financial Statement**

Year ended 31st October 2008

Charity no: 1103926

Introduction and Financial Summary for Year 01/11/2007 to 31/10/2008

This has been another excellent year for the PTA and the school. Our total raised before any contribution to the school is £10,533.

Mission Statement

Our focus for the year has continued to be:

- To engage in activities and provide equipment which supports the school, and advances and enriches the education of pupils.
- To build and enhance relationships between staff, parents and the local community.

Review of Activities and Achievements

Events and Activities

The PTA have organised a number of events, while some are primarily fund-raisers, others have a social focus, such as the coffee mornings and adult events (but they can provide income as well).

Pampering Evening - The PTA hosted a Pampering Evening combined with Christmas Shopping and a flower arranging and Christmas Cake Icing demonstration. Thanks to Linda Treacy and Sally Murray for organising a relaxing and very enjoyable evening. We raised a total of £438.

Christmas Cards – Many thanks to Joan McCann for organising these again. £131 from the sale of these cards went to the PTA.

Christmas Fair – There were art and craft activities in school time available for all the children and a Fair after school with additional crafts. Thanks to Sue Brett for all her hard work in organising the crafts and all teachers, class reps and volunteers who helped out on the day. We raised a total of £846, which includes the popular Christmas Hamper raffle, with each Year Group selecting a theme for a hamper with items donated by parents and collected and assembled by Class Reps.

Cake Sales – We have held a number of cake sales throughout the year and these are always well supported. In total, the cake sales have raised £506. In addition to these, the PTA helped the school's initiative to raise money for Cancer Research by organising and running a cake sale where all proceeds went to this cause.

Children's Valentine Disco – This was a new fundraising idea by the PTA and got very positive feedback from the children. Pizzas were donated by a local company and we were fortunate to have the services of a professional DJ, John Kennedy, for the music. Both halls were used – one for quieter socialising and refreshments and the other for music and dancing and there were two sessions: the first for the younger children and second for the older ones. A total of £859 was raised.

Fairtrade Fortnight – The PTA were given a presentation on Fairtrade by Christine McNeill, teacher at Poplar, who is the school Eco Co-ordinator. The PTA were asked to support the school’s aims to achieve Fairtrade status. The PTA arranged a sale of Fairtrade items to help promote this in school (£40 raised) and committed to using Fairtrade products for coffee mornings.

Easter Egg “Bring and Win” – Another event very popular with the children, but with minimal outlay for the PTA thanks to the generosity of parents. Thanks to Elaine Emerton for all her hard work organising this. We raised a total of £300.

Film Night – The film chosen was *Chronicles of Narnia* for Year 3 and up. Popcorn was donated by a local cinema and hot dogs and a drink included in the ticket price. Total raised was £187.

Summer Fair – This is our main fundraising event of the year and we were delighted with the overall figure raised of £6,972. We have had several comments from the local community on how much they enjoyed the atmosphere at this family event.

We had great weather on the day and the “Pirates and Princesses” theme was very popular with everyone. We were fortunate to have Judy Brown, the “Pirate Princess” author, and also the Mayor of Merton as guests, judging the children’s fancy dress competition. The new Outdoor Science Area was used as an Arts and Crafts area and was the location for the very successful plant stall. There was a great mix of stalls, refreshments and entertainment throughout the afternoon. This was also the first event to benefit from **the PA system** purchased at the request of the school.

We would especially like to thank all those parents and helpers who put great effort into preparing and serving food on the International Food stall. We are proud that the fantastic variety of food on offer reflects the international community of the school. We also thank all parents and teachers for their generosity, hard work and commitment to this hugely successful event.

Coffee Mornings - There is a coffee morning, organised by the PTA, every Thursday in the New Hall. All parents are invited to attend. This has been a great success, particularly for parents with pre-school children. We would like to thank Val Patel, EAL Teaching Assistant, who has assisted the PTA in welcoming new parents. £403 has been raised at these mornings and it is the intention that some of the money raised will buy some new toys to use at these coffee mornings.

£55 was also raised at one of the Coffee Mornings in support of the Macmillan Cancer coffee morning appeal.

Other Initiatives

There are many other activities throughout the year. We continue to support the school by promoting these schemes, which all raise money for the school. Of course, we are always looking for new and interesting ideas.

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- Northbrook wrapping paper
 - Yellow Moon catalogue
 - Recycled uniform sales. Thanks to Deb Kennedy, who has taken on the responsibility for selling uniform, raising £117.
 - Theatre tickets. Thanks to Sally Murray, who has raised £160.

Spending Review

The PTA again subsidised theatre trips for the children in each year group and these trips now happen at different times in the year (not just at Christmas), so that children get to see productions, which most suit them. Each year group has also been given £300 to spend on a history day or equivalent. For example, this has included providing a coach to a farm for Year 4, and a number of different history days for other Year groups. We also help fund a class Christmas present and Christmas parties for the children and a Year 6 leaving gift.

We have funded an **interactive white board** for a reception class, so that every class now has one. We have also funded a Skipping Workshop, a PA system for the school, ice lollies for Sports Days, a puppet theatre for French Day and funded 50% of the cost of the outside notice boards.

Last year the school supported the PTA in converting the former tank room into a PTA room. This room has been put to great use this year. It is used for storage for all events and proved to be essential for preparation and impromptu meetings leading up to the Summer Fair. The PTA fridges and freezer are also in here and are being used for things such as ice lolly storage for Sports Days and drinks storage for other events. The room is now also used every Friday for the sale of Second Hand Uniform and as a place where parents can easily access PTA members to purchase tickets for events etc.

Review of the Year and Focus for the Future

We are very pleased that this has been another very successful year for the PTA. We would like to thank everyone who has volunteered for contributing to this success. Throughout the year we have sought, as much as possible, to get all parents involved in the PTA events and activities and will continue to do so.

We recognise that not all parents will want to join the PTA or attend meetings, but there are many other ways that parents can contribute to the school – by becoming a class rep, helping at PTA events or by assisting in the classroom with reading or other activities.

This year we plan to fund the usual theatre trips for the children as well as giving £300 per year group to pay for a history day or equivalent. We have also promised to contribute £5,000 to the new Trim Trail planned for the school. At each meeting we are prepared to consider any requests for funding which are in line with our stated aims of supporting the school and enriching education for the children.

The PTA Committee

For health reasons, the Chair, Linda Treacy, had to step down during the year, but at the end of the year, the members are as follows:

Officer Posts

Chair: Vacant

Joint Vice Chair: Lisa Partridge/Jo Barry

Joint Secretary: Elaine Emerton/Karen O'Regan

Treasurer: Erika Cooke

Ordinary Members

Joan McCann

Karen Jones

Paula Wilkins

Bernadette Ahmed

Nicola Walton

Caroline Richards

Sally Murray

Carole Mackie

Angela Graham

Nalini Lad

Rebecca Gallagher

Clair McQueenie

Sue Brett

Debs Kennedy

Teacher Rep: Judy Martin

This year, as well as the Chair position being vacant, the joint Vice Chairs will also be standing down. All three would like to continue as Ordinary Members. At the last AGM an amendment to the constitution was agreed to allow for a total of 16 ordinary members (as well as the 4 Officer Posts), which reflects the fact that the school has doubled in size since the original constitution was drawn up. We hope that a number of new parents will stand for election, as some Ordinary Members will also be standing down. We are pleased that Mrs Judy Martin from Nursery, who has been extremely active and supportive as our Teacher Representative, will continue on the Committee.

We would like to thank all the officers and members of the committee standing down for their hard work. We would also like to thank the Class Reps, who make such a valuable contribution to the school and support the PTA at many fundraising events.

Finally, we would like to extend our thanks to Katharine Davies, parents, teachers, other members of staff, including the excellent and very co-operative office staff, and friends and family for their support.

Prepared by Karen O'Regan/Elaine Emerton (Joint Secretary) and Erika Cooke (Treasurer) on behalf of the Friends of Poplar Primary School on 14/11/2008

Signed:

Elaine Emerton/Karen O'Regan

Joint Secretary

Friends of Poplar Primary School
Summary of financial position as at 31/10/08

	2007/08	2006/07
Income and Expenditure Account	£	£
Income from events:		
Summer fair	6972	6879
Christmas Fair	846	820
Adult event - Spring		641
Shopping/Pamper evening	438	534
Christmas cards	131	407
Abel & Cole	280	370
Easter Egg raffle	300	333
Cake Sales	506	330
Catalogue commissions	140	297
Coffee morning/toddler grp	403	
Fair trade sale	40	
Film night	187	
Valentines disco	859	
Uniform sales	117	50
Book sale		38
Theatre tickets	160	15
Bank Interest	210	283
	11589	10997
LESS PTA Expenditure	(1,056.00)	(3,790.00)
Surplus before contribution to school	10533	7207
Contribution to school	(7,416.00)	(12,424.00)
(Deficit)/Surplus after contributions to school	3,117.00	(5,217.00)

Summary of cash movement		
Cash balance c/fwd as at 1/11/07	8954	14171
(Less)/add activity in year	3,117	(5,217.00)
Cash balance c/fwd as at 31/10/08	12071	8954

Represented by:		
Current account	6432	1571
Deposit account	5539	7310
Petty Cash	100	73
	12071	8954

2007/08 Contributions to Poplar Primary School

	£
Interactive white board (Orange class)	1978
PA system	948
Theatre trips	1062
French day puppet show	350
Christmas party food and class gifts	581
Sports day lollies	53
Skipping workshop	325
50% of outside notice boards	85
<i>Nursery and Reception</i>	
Farm animals visit Poplar	525
<i>Year 1</i>	
Toy Dave	250
<i>Year 2</i>	
Dave the Norman	250
Visit to Florence Nightingale Museum	50
<i>Year 3</i>	
Dave the Roman	250
<i>Year 4</i>	
Russell Farm trip	160
<i>Year 5</i>	
Dave the Victorian	250
<i>Year 6</i>	
Leaving present	299
Total contributions	7416

Friends of Poplar Primary School Income and Expenditure Account for year ending 31/10/08

	Income	Expenditure	Surplus/ (Deficit)
	£	£	£
Event description			
Summer fair	11002	4030	6972
Christmas Cards	501	370	131
Shopping/Pamper evening	513	75	438
Chirstmas crafts and fair	1459	613	846
Abel & Cole	971	691	280
Easter Egg raffle	300		300
Cake Sales	506		506
Catalogue commisions	300	160	140
Coffee morning/toddler grp	403		403
Fair trade sale	204	164	40
Film night	348	161	187
Valentines disco	1033	174	859
Unifom sales	117		117
Theatre tickets	1285	1125	160
Bank Interest	210		210
Surplus from events	19152	7563	11589
Less general Expenditure/Income:			
PTA new room exps (inc new fridge)		265	-265
Caretaking		323	-323
Photocopying		108	-108
Insurance		100	-100
Misc (tea/coffee,stationery, flowers, postage etc)		260	-260
Surplus from events less general expenditure	19152	8619	10533
Less contribution to School		7416	7416
Total for year	19152	16035	3117

Signed:

E Cooke
Treasurer